

## **INSTRUCTIONS FOR SUBMITTING BID PROPOSALS**

- 1) FILL OUT THE INVITATION TO BID FORM COMPLETELY. YOU MAY LIST YOUR INFORMATION ON THE INVITATION TO BID FORM OR INCLUDE INFORMATION ON A SEPARATE SHEET, AS NEEDED.
- 2) **SIGN & NOTARIZE** THE AFFIDAVIT ON THE BACK OF THE INVITATION TO BID FORM AND COMPLETELY FILL OUT INFORMATION.
- 3) **SIGN & NOTARIZE** ALL AFFIDAVITS: A. AFFIDAVIT FOR CONTRACTS AND PAYMENTS (over \$25,000) and B. STATEMENT OF NON-COLLUSION ON BIDS.
- 4) **CLEARLY IDENTIFY OUTSIDE OF SEALED ENVELOPE AS FOLLOWS:**

### **BID # 2020-7 Bridge Demolition & Construction of New Bridge**

- 5) FILE BID PROPOSAL WITH THE KIOWA COUNTY CLERK, EITHER BY MAIL OR IN PERSON, BEFORE 10:00 A.M. ON **NOVEMBER 23, 2020**. BIDS WILL BE OPENED ON OR AFTER THAT DATE.
- 6) ALL FORMS MUST BE FILLED OUT COMPLETELY. ANY INCOMPLETE FORMS WILL RESULT IN REJECTION OF THE BID, AS THE BOARD OF COUNTY COMMISSIONER'S CONSIDERS SUCH ACTION TO BE IN THE INTEREST OF THE COUNTY.
- 7) THE MAILING ADDRESS OF THE KIOWA COUNTY CLERK IS AS FOLLOWS:  
NIKKI DODD, KIOWA COUNTY CLERK/PURCHASING AGENT  
P.O. BOX 73  
HOBART, OK 73651
- 8) ALL BID INFORMATION SHALL BE TYPEWRITTEN OR LEGIBLY WRITTEN IN INK. ALL CORRECTIONS SHALL BE INITIALED BY THE PERSON SIGNING THE INVITATION TO BID FORM.
- 9) IF YOU HAVE ANY QUESTIONS CONCERNING THE BID SPECIFICATIONS PLEASE CONTACT THE FOLLOWING (AS APPLIES TO SPECIFIC BID.)

NIKKI DODD, KIOWA COUNTY CLERK/ PURCHASING AGENT  
(580) 726-5286

COMMISSIONERS OFFICE 580-726-3377

DISTRICT # 1 COMMISSIONER TIM BINGHOM, CURTIS STUBBS, FOREMAN-BARN 580-347-2586  
DISTRICT # 2, COMMISSIONER, STAN FUNKHOUSER, DANIEL ROGERS, FOREMAN-BARN 580-846-9023  
DISTRICT # 3, COMMISSIONER, GARY JENNINGS, LEE HORTON, FOREMAN-BARN 580-569-2550

FOR QUESTIONS CONCERNING DEADLINES AND BID RESULTS, CALL: NIKKI DODD

#### **NOTE:**

BID PROPOSALS WHICH DO NOT INCLUDE THE INVITATION TO BID FORM AND THE AFFIDAVIT FOR CONTRACTS AND PAYMENTS WILL BE REJECTED AS INCOMPLETE. ALL BID PROPOSALS, WHICH CONTAIN FORMS, WHICH DO NOT HAVE ALL REQUIRED SIGNATURES, AND NOTARIZATIONS WILL ALSO BE REJECTED. ANY BID RECEIVED AFTER BID CLOSING DATE AND TIME WILL BE REJECTED. ANY BID OPENED IN ERROR, DUE TO BEING IN AN UN-MARKED OR ELIGIBLY MARKED CONDITION, WILL BE RENDERED NULL AND VOID.

**NO EXCEPTIONS WILL BE MADE**

Kiowa County, Oklahoma  
**COUNTY PURCHASING OFFICE**  
 Kiowa County Court House  
 Hobart, Oklahoma  
 Phone Number +1 (580) 726-5286

**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 Oct 26, 2020  
 Page 1 of 3

**BID NUMBER** # 2020-7 **BID CLOSING DATE AND HOUR** 11/23/20 10:00 a.m. **REQUIRED DELIVERY DATE** \_\_\_\_\_  
 (Days after award of Purchase Order)  
**TERMS** Due upon completion of project **Date of Delivery** \_\_\_\_\_

ITEM	QUANTITY	UNIT OF ISSUE	DESCRIPTION	UNIT PRICE	TOTAL
			SEE ATTACHED BID SPECIFICATIONS  IF YOU HAVE ANY QUESTIONS CONCERNING THIS BID CONTACT STAN FUNKHOUSER, DISTRICT # 2 COMMISSIONER AT (580) 846-9023  The Board of County Commissioner's has the right to reject any and all bids.  ( Over )		

**TERMS and CONDITIONS**

1. Sealed bids will be opened in the Commissioner's Conference Room, Kiowa  
County Courthouse, Hobart, 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 Kiowa 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 Jan. 23, 2021 (Date)

**AFFIDAVIT:** I, the undersigned, of lawful age, being first duly sworn on oath say the 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: \_\_\_\_\_  
(Manual Signature of Undersigned)

Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Zip: \_\_\_\_\_

NOTARY PUBLIC (CLERK OR JUDGE)

*In accordance with 62 O.S. § 310.9*

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

Invitation for Bid  
BRIDGE DEMOLITION OF EXISTING STRUCTURE AND CONSTRUCTION OF  
NEW BRIDGE OVER GRAY BACK CREEK

KIOWA COUNTY COMMISSIONERS INVITE BIDS FOR THE  
CONSTRUCTION OF A BRIDGE SITUATED IN LOCATION:

13450 N 2040

Demolition and removal of existing (2) two 10'x10'x40' R.C. BOX  
CONCRETE BRIDGE AND CONSTRUCTION OF NEW 50' FREE SPAN  
BRIDGE WITH 14' CLEARING BELOW ON A 30 DEGREE SKU.

COUNTY BRIDGE AASHTO STANDARD SPECIFICATIONS ARE USED. (IF  
NEEDED, PLANS ARE AVAILBLE FROM CED 7 OR KIOWA COUNTY  
DISTRICT #2. THE NEW BRIDGE WILL HAVE STEEL BEAMS WITH  
CONCRETE DECK.

KIOWA COUNTY WILL PROVIDE STEEL COMPONENTS, CONCRETE AND  
CONCRETE FINISHING. THE BIDDER SHALL PROVIDE LABOR, TOOLS,  
EQUIPMENT, WIRE TIES, WELDING EQUIPMENT AND SUPPLIES, PILE  
DRIVING EQUIPMENT AND ALL OTHER ITEMS NEEDED FOR REMOVAL  
OF EXISTING BRIDGE AND CONSTRUCTION OF NEW BRIDGE. ALSO  
BIDDER WILL SUPPLY THE PRIMER AND PAINT AND  
LABOR TO PAINT STEEL STRUCTURE.

TOTAL PRICE FOR BRIDGE DEMOLITION AND BRIDGE CONSTRUCTION  
PLEASE STATE PLANNED SCHEDULE FOR CONSTRUCTION

THE BOARD OF COMMISSIONER'S HAS THE RIGHT TO REJECT ANY AND  
ALL BIDS,

IF YOU HAVE ANY QUESTIONS CONCERNING THIS BID, PLEASE CONTACT  
STAN FUNKHOUSER, COMMISSIONER FOR DISTRICT #2(LONE WOLF) AT  
580-846-9023.

# W-9

Form  
(Rev. October 2018)  
Department of the Treasury  
Internal Revenue Service

## Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► \_\_\_\_\_

**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ► \_\_\_\_\_

5 Address (number, street, and apt. or suite no.) See instructions.

6 City, state, and ZIP code

7 List account number(s) here (optional)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

Requester's name and address (optional)

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number


or

Employer identification number


**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

### Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ►

Date ►

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
  - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
  - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
  - Form 1099-S (proceeds from real estate transactions)
  - Form 1099-K (merchant card and third party network transactions)
  - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

# AFFIDAVIT FOR CONTRACTS AND PAYMENTS

STATE OF OKLAHOMA            )  
   ) SS  
 COUNTY OF                        )

THE UNDERSIGNED (ARCHITECT, CONTRACTOR, SUPPLIER OR ENGINEER), OF LAWFUL AGE, BEING FIRST DULY SWORN, ON OATH SAYS THAT THIS INVOICE OR CLAIM IS TRUE AND CORRECT. AFFIANT FURTHER STATES THAT THE (WORK, SERVICES OR MATERIALS) AS SHOWN BY THIS INVOICE OR CLAIM HAVE BEEN (COMPLETED OR SUPPLIED) IN ACCORDANCE WITH THE PLANS, SPECIFICATIONS, ORDERS OR REQUESTS FURNISHED THE AFFIANT. AFFIANT FURTHER STATES THAT (S)HE HAS MADE NO PAYMENT DIRECTLY OR INDIRECTLY TO ANY ELECTED OFFICIAL, OFFICER OR EMPLOYEE OF THE STATE OF OKLAHOMA, ANY COUNTY OR LOCAL SUBDIVISION OF THE STATE, OF MONEY OR ANY OTHER THING OF VALUE TO OBTAIN PAYMENT OF THE INVOICE OR PROCURE THE CONTRACT OR PURCHASE ORDER PURSUANT TO WHICH AN INVOICE IS REQUIRED.

\_\_\_\_\_ BUSINESS NAME

By \_\_\_\_\_

SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_ NOTARY PUBLIC (OR CLERK OR JUDGE)

NOTE: 62 OKL.ST.ANN. § 310.9 (B), AUTHORIZES COUNTIES EXECUTING MORE THAN ONE CONTRACT, EXCEEDING \$ 25,000.00 DURING THE FISCAL YEAR, WITH AN ARCHITECT, CONTRACTOR, ENGINEER OR SUPPLIER OF CONSTRUCTION MATERIALS TO ACCEPT ONE AFFIDAVIT APPLYING TO ALL WORK, SERVICES OR MATERIALS COMPLETED OR SUPPLIED UNDER THE TERMS OF AWARDED CONTRACTS, OR WHICH ARE NEEDED ON A CONTINUAL BASIS; SUCH AFFIDAVIT TO BE IN LIEU OF ALL INDIVIDUAL AFFIDAVITS FOR EACH INVOICE SUBMITTED IN RELATION TO SUCH CONTRACT.