

Creek County Clerk
 County Purchasing Office
 Collins Building Annex
 317 E. Lee Room 100
 Sapulpa, Ok. 74066
 918-227-4909



Creek County Clerk
 Jennifer Mortazavi
jmortazavi@creekcountyonline.com

Purchasing Agent
 Jana Thomas
jthomas@creekcountyonline.com
www.creekcountyclerk.org

INVITATION TO BID

BID NUMBER	BID CLOSING DATE & HOUR	DESCRIPTION	DATE ISSUED
21-8	1/19/21 8:59 A.M.	Concrete Slab/Fairgrounds	12/21/20 Page 1 of 6

TERMS AND CONDITIONS

1. Sealed bids will be opened in the Commissioner's Conference Room, 317 E Lee Suite 103 Sapulpa, OK during the meeting of the Board of County Commissioners.
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. **Bids must be marked "Concrete Slab/Fairgrounds" Bid #21-8 & received in the County Clerk's office at 317 E. Lee Room 100 Sapulpa, OK. 74066 by 8:59 a.m. Tuesday January 19, 2021.**
3. The bid will be awarded to the lowest/best bidder(s) as determined by the county.
4. Unit prices will be guaranteed correct by the bidder. County reserves the right to accept or reject any or all bids and to waive informalities or minor irregularities in any bid. Successful bidders must verify workers' compensation coverage & general liability of company & outsource. Oklahoma laws require each bidder submitting a bid to a county for goods or services to furnish a notarized sworn statement of non-collusion & business relationship affidavit as well as an affidavit for contracts & payments that total \$25,000 and above.
5. Bid Bond, Business Relationship Affidavit & Non-collusion certification must be included in sealed bids as required per The Public Competitive Bidding Act of 1974 61 O.S. §§103-138 & 74 O.S. §§ 85.22
6. Proof of Insurance to indemnify the County against any liability created by contractor/bidder to the extent allowed by law. (Creek County is to be listed as additional insured for scope of work.)
7. Change orders must be approved by the Board of County Commissioners.
8. The County procurement process is an open process that allows all business owners to participate regardless of race, color, natural origin or sex and we encourage minority and women-owned businesses to bid on any of the county projects.
9. Firm fixed prices will be F.O.B. destination.
10. Purchases by Creek County, Oklahoma, are not subject to state or federal taxes.
11. This bid is submitted as a legal offer and any bid when accepted by the County constitutes a firm contract. Per The Public Competitive Bidding Act of 1974 61 O.S. §103-138 no work shall begin prior to the execution of the contract, payment/performance bond, warranty bond, & insurance.
12. The County reserves the right to terminate the contract with a 30 day written notice of termination for convenience.
13. The County reserves the right to terminate the contract without notice due to non-performance to any & all portions of the bid award.
14. Bids will be firm for 30 days.

Vendor: _____

Signed by: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Email address _____ Phone: _____

Creek County Fairgrounds
17808 W. Highway 66
Kellyville, OK 74039

Concrete work in the Multiplex building at the Creek County Fairgrounds

Bid overview:

Approx. 130' x 70' new concrete slab

Scope of work/Specs:

- Excavate 4"- 10" of dirt.
- Dirt to be hauled to a location on site.
- 6" 3500 psi concrete
- ½" rebar spaced 2' on center
- Rebar is to be doweled into all existing concrete where applicable.
- Demo interior ramps in front of garage doors on the south end of the building and replace with new concrete slab (The demo will stop at approximately the exterior barn wall line).
- A step or ramp will possibly be needed in front of two walk doors on south end of the building.
- Top of the finished concrete is to be 4"-6" below existing curb on east and west sides of the building and to be level with existing concrete in the north and south end of the Multiplex.
- Light to medium broom finish to match existing concrete finish on north end of the Multiplex.
- Saw cuts approximately 13' x 15' or to match existing concrete on the North end of Multiplex.

To schedule an appointment to tour the facility, contact Tina Trout at 918-224-2192.

Total project \$ _____

Business Relationships Affidavit

Concrete Slab Fairgrounds Multiplex Building

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 _____

S.A.&I. 425 (2000)

Affidavit for filing with competitive bid

State of Oklahoma)
)SS
County of _____)

_____, of lawful age, being first duly sworn, on oath says, that (s)he is the agent authorized by bidder to submit the attached 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 county 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 county official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

Bidder: _____

Signature: _____

Subscribed and sworn to before me this _____ day of _____ 20_____.

Commission # _____
Notary Public (or Clerk or Judge)

Expires _____

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.

Please complete & return the registration form in order to continue to receive future bid notifications!
Form can be submitted separate from bid or proposal documents via email or US Postal Service. If you have previously submitted the registration form you do not need to submit again unless you need to update the information.

Purchasing Department
317 E Lee Room 100
Sapulpa, OK 74066
918-227-4909 phone 918-227-6301 fax
jthomas@creekcountyonline.com



Vendor Registration

Company Name: _____

Order From/Remit To Address: (This is the name and address that will appear on purchase orders and checks)

Division (if applicable): _____
Street: _____ PO Box: _____
City, State, Zip+4: _____
Contact Person/Title: _____
Prompt Payment Discount Terms*: _____

Telephone: () _____ FAX: () _____
E-Mail: _____ Website: _____

Address for Legal Service of Process: (if different than Order From/Remit To Address and where checks will be sent)

Division (if applicable): _____
Street: _____
City, State, Zip+4: _____
Contact Person _____
Contact's Title: _____
Telephone: () _____ FAX: () _____
E-Mail: _____

Type of Business

Products: _____

Services: _____

Is your company: **Insured** Yes/No **Licensed** Yes/No **Bonded** Yes/No
License Number:

Tax Information – Required (a vendor’s registration will not be considered without the following information.)

Tax Reporting Name (Name shown on your income tax return): _____

Taxpayer ID Number:

Federal Tax ID #: _____ or Social Security #: _____

Note: The Federal Tax ID # or Social Security # provided must be the correct number for the Tax Reporting Name.

Mailing Address for Tax Forms or Correspondence:

Division (if applicable): _____

Street/PO Box: _____

City, State, ZIP+4: _____

Organization Type (Check One):

- Corporation (includes S-Corp)
- Individual/Sole Proprietor
- Partnership
- Government Agency
- Limited Liability Company
- Other _____

Size and/or Diversity Classification per Code of Federal Regulations:

Other:

Under penalties of perjury, I certify that: (1) 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 (2) 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 that I am subject to backup withholding, or (c) the IRS has notified me that I am no longer subject to backup withholding; and (3) I am a U.S. citizen or person. For federal tax purposes, you are considered a U.S. person if you are 1) an individual who is a U.S. citizen or U.S. resident alien, 2) A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, 3) An estate (other than a foreign estate), or 4) A domestic trust (as defined in Regulations section 301.7701-7).

Authorized Printed Name: _____

Authorized Signature: _____ Date: _____

****By completing this form, you are registered with the Creek County Purchasing Department. Registration does not guarantee or replace a contract or contract documents.**