

WILDLIFE CONSERVATION COMMISSION

John D. Groendyke	Robert S. Hughes II
CHAIRMAN	MEMBER
Bill Brewster	Bruce Mabrey
VICE CHAIRMAN	MEMBER
Leigh Gaddis	Dan Robbins
SECRETARY	MEMBER
James Barwick	John P. Zelbst
MEMBER	MEMBER



MARY FALLIN, GOVERNOR

J. D. STRONG, DIRECTOR

wildlifedepartment.com

P.O. Box 53465 Oklahoma City, OK 73152 PH. (405) 521-3851

**Bid Solicitation Cover Page**

Date: October 10, 2018

**Solicitation Information**

Solicitation Number: 096P

Project Name: Dozer Work, Hulah WMA  
Project Address: 44174 State Hwy 99  
Project City: Pawhuska, Oklahoma  
Project Zip Code: 74056

**Bids Due (Date):** October 25, 2018  
**Bids Due (Time):** 4:00 PM CST

**Agency Contact Information**

Agency Name: Oklahoma Department of Wildlife Conservation  
Contact Name: Paul Proctor  
Mailing Address: P.O. Box 53465, Oklahoma City, OK, 73152  
Delivery Address: Not available at this time  
Contact City: Oklahoma City  
Contact Zip Code: 73111  
Contact Phone: 405-522-5762  
Contact Fax: 405-522-3486  
Contact Email: paul.proctor@odwc.ok.gov

The Oklahoma Department of Wildlife Conservation is inviting written bids for all labor and materials described by this solicitation.

Bids will be accepted until the Date and Time specified above. Late Bids will not be accepted.

Method of Responding to this Solicitation: Bids will be accepted by mail, fax, email or hand delivered to the Agency Contact specified above.

The requirements of the proposed contract for construction are described within this Solicitation, and the Solicitation will become a part of any resultant Contract. Bidder will perform work in compliance with all applicable codes, standards, ordinances and laws. The issuance of this Solicitation does not guarantee that the State of Oklahoma will enter into a contract and the State reserves the right to reject any and all bids.

In preparing your bid, please review the attached documents and comply with instructions given:

- Bid Form: Submit your Bid using the form provided.
- Statutory Bid Affidavit: Complete this affidavit and return with your Bid.
- Agreement Between Owner and Contractor: This is the contract that will be used.
- Invoice Affidavit for Construction: After contract award, this document must be submitted with the Contractor's Invoice for Payment
- Scope of Work (SOW): Description and Requirements of the proposed construction contract.

[Optional] For a pre-bid walk-through, a bidder may contact the Agency Contact listed above to arrange for a site visit.

If the Bidder has any questions about this Solicitation, please contact the Agency Contact listed above.

This Solicitation and any resulting Contract for Construction is in accordance with 61 O.S. §101- 138, and specifically 61 O.S. §103(B) regarding projects under the statutory amount mandated therein. Any resultant contract will be awarded by the Oklahoma Office of Management and Enterprise Services, Division of Capital Assets Management, Construction and Properties Department.

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**Bid Form**

**To:** Oklahoma Department of Wildlife  
Conservation

P.O. Box 53465  
Oklahoma City, OK 73152

Attn: Paul Proctor

RE: Solicitation Number # 096P

**From:**

\_\_\_\_\_  
Firm Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Telephone No.

\_\_\_\_\_  
FEI No.

\_\_\_\_\_  
Email Address:

1. The undersigned, being familiar with the local conditions affecting the cost of the work, with the Solicitation for Bids and in accordance with the provisions thereof, hereby proposes to furnish all labor, materials and equipment necessary for the sums listed herein.
2. By submitting a bid for services, the bidder certifies that they, and any proposed subcontractors, are in compliance with 25 O.S. §1313 and participate in the Status Verification System. The Status Verification System is defined in 25 O.S. §1312 and includes but is not limited to the free Employment Verification Program (E-Verify) available at [www.dhs.gov/E-Verify](http://www.dhs.gov/E-Verify).
3. The bidder also certifies that they are in compliance with the State of Oklahoma Governor's Executive Order 2012-01, filed February 6, 2012 and effective July 1, 2012, that the use of any tobacco product shall be prohibited on any and all properties owned, leased or contracted for use by the State of Oklahoma, including but not limited to all buildings, land and vehicles owned, leased or contracted for use by agencies or instrumentalities of the State of Oklahoma.
4. In submitting the bid, it is agreed that this bid may not be withdrawn for a period of thirty (30) days after the date bids are due. Work is to start within ten (10) days after receipt of WORK ORDER or as otherwise provided for in the Solicitation.
5. If awarded a contract, we propose to complete this work within \_\_\_\_\_ calendar days from the date of receipt of Work Order.
6. Price Schedule: Fill out the requested rates and apply that rate to the estimated quantities to establish a comparative basis for contract award. The quantities are estimates only and may not reflect actual contract usage. The State will only assign work based upon need and makes no warranty or guarantee as to any minimum amount that may be authorized under the contract.

<u>Category</u>	<u>Rate</u>	<u>Units</u>	<u>Estimated Quantity</u>	<u>Subtotal</u>
Dozer & Operator	_____	/per hour	X 90 Hours	\$ _____
Total Estimate of Contract Cost and Basis of Award				\$ _____

Signature \_\_\_\_\_  
Name/Title \_\_\_\_\_  
Date \_\_\_\_\_



**State of Oklahoma**  
**Office of Management and Enterprise Services**  
**Capital Assets Management**  
**Construction and Properties**

**Bid Affidavits**

In accordance with 61 O.S. § 108 and § 115, a sworn statement shall accompany any competitive bid submitted for a public construction contract.

STATE OF \_\_\_\_\_ )  
 \_\_\_\_\_ ) ss Project Name: DOZER WORK, HULAH WMA  
 COUNTY OF \_\_\_\_\_ ) CAP Project No.: \_\_\_\_\_

**NON-COLLUSION STATEMENT**

**A.** For the purposes of a competitive bid for a public construction contract, the undersigned, being first duly sworn, certifies that

1. I am the duly authorized agent of

\_\_\_\_\_,  
 the bidder submitting the competitive bid which is attached to this statement, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and state officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the bid to which this statement is attached;

2. I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and have been personally and directly involved in the proceedings leading to the submission of such bid; and

3. Neither the bidder nor anyone subject to the bidder's direction or control has been a party:

a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,

b. to any collusion with any state official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor

c. 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.

**B.** I certify, if awarded the contract, whether competitively bid or not, neither the contractor nor anyone subject to the contractor's direction or control has paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma any money or other thing of value, either directly or indirectly, in procuring the contract to which this statement is attached.

**BUSINESS RELATIONSHIPS STATEMENT**

**A.** I further certify that the nature of any partnership, joint venture or other business relationships presently in effect or which existed within one (1) year prior to the date of this statement with the Architect, Engineer, or other party of the project is:

*(If none, so state; use additional sheet if necessary.)*

**B.** That any such business relationship presently in effect or 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:

*(If none, so state; use additional sheet if necessary.)*

**C.** And that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are:

*(If none of the business relationships herein above mentioned exist, then a statement to that effect. Use additional sheet if necessary.)*

If awarded a contract, the bidder affirms that the work will be carried out in conformance with the contract requirements and that all invoices submitted for payment will reflect a true and accurate accounting of the work completed.

\_\_\_\_\_  
 (Bidder Signature) Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
 (Bidder Printed Name)

\_\_\_\_\_  
 (Bidder Printed Title)

\_\_\_\_\_  
 (Signature of notarial officer)

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

(Seal)

My Commission #: \_\_\_\_\_





State of Oklahoma  
Office of Management and Enterprise Services  
Capital Assets Management  
Construction and Properties

Invoice Affidavit for Construction  
(For Minor Projects under the Statutory  
Amount or No Design Consultant)

- ☐ Progress Payment  
☐ Final Payment

Date of Progress Invoice: \_\_\_\_\_  
Date of Final Invoice: \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ )

Project Name: DOZER WORK, HULAH WMA  
CAP Project No.: \_\_\_\_\_

**CONTRACTOR OR SUPPLIER – COMPLETE THIS SECTION** (Choose Appropriate Option)

- ☐ Option 1: Contract Award is Less than \$50,000 and Affidavit Provided in lieu of Statutory Bonds

Affidavit: The undersigned Contractor or Supplier hereby affirms under oath that to the best of my knowledge, information and belief, the Work or Materials covered by this Invoice for Payment has been completed or materials delivered in accordance with the Contract Documents, that all amounts have been paid by the Contractor or Supplier for Work or Materials for which previous Invoices for Payment, if any, were issued and payments received from the Owner, and that current payment shown herein is now due. In accordance with 61O.S., § 1.(C), the Contractor acknowledges that the execution of this affidavit with knowledge that any of the contents of the affidavit are false, upon conviction, shall constitute perjury, punishable as provided for by law.

- ☐ Option 2: Contract Award is Greater than \$50,000 and Statutory Bonds have been provided

Certification: The undersigned Contractor or Supplier hereby certifies that to the best of my knowledge, information and belief, the Work or Materials covered by this Invoice for Payment has been completed or materials delivered in accordance with the Contract Documents, that all amounts have been paid by the Contractor or Supplier for Work or Materials for which previous Invoices for Payment, if any, were issued and payments received from the Owner, and that current payment shown herein is now due.

\_\_\_\_\_  
(Company Printed Name)

\_\_\_\_\_  
(Authorized Representative Printed Name)

\_\_\_\_\_  
(Authorized Representative Printed Title)

\_\_\_\_\_  
(Authorized Representative Signature)

**(NOTARIZE ONLY IF OPTION 1 ABOVE IS CHECKED)**

Subscribed and sworn to (or affirmed) before me on \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_

\_\_\_\_\_  
(Signature of notarial officer)

(Seal)

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

My Commission #: \_\_\_\_\_

**CERTIFICATION OF SUPERVISORY OFFICIAL** (Owner's Representative)

In accordance with the Contract Documents, based on on-site observations and the data comprising the Invoice for Payment, the Supervisory Official certifies to the Owner that to the best of the Supervisory Official's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the Amount Certified. Attach Copy of Approved Invoice.

\_\_\_\_\_  
(Using Agency Name)

\_\_\_\_\_  
(Authorized Representative Signature)

\_\_\_\_\_  
(Representative Printed Name)

\_\_\_\_\_  
(Representative Title)

\_\_\_\_\_  
(Date)

If this Affidavit is for Final Payment, forward one copy with final Invoice to DCAM/CAP to close out project.

# SCOPE OF WORK

## Equipment & Labor – D-6 Dozer with Operator

Hulah Wildlife Management Area (WMA), north of Pawhuska, Oklahoma

### 1. GENERAL REQUIREMENTS

The proposed contract is for a rental of approximately 90 hours of Dozer with operator. The dozer must be a D-6 or equivalent with an operating weight of at least 30,000 pounds, minimum 140 HP (horsepower), and have a working hour meter.

Work will primarily consist of repair of existing fireguards, pond dams, roads and other various maintenance work as needed due to heavy rains that caused erosion and fallen timber across the WMA.

Project work will take place at multiple locations on the Hulah Wildlife Management Area (WMA), located 18 miles north of Pawhuska, Oklahoma. Please see the attached map of locations at the end of the Scope of Work (SOW). All work will be done as directed by the ODWC area Biologist. Due to length of the job and potential weather conditions, winning vendor must be within 100 miles of the job site.

Please note that this will be awarded as an indefinite quantity contract. The number of work hours is an estimate only, and they may increase or decrease depending on budget, availability, scheduling, weather, etc. As such, the contract will be awarded based on the hourly rate rather than the total price.

**Contract will be awarded to one vendor. Vendor must supply all equipment listed on this contract.**

The contract will be issued by the Office of Management and Enterprise Services, Construction and Properties Division (OMES/CAP). The Contractor shall not begin work until the contract is in place and written notice to proceed has been issued by OMES/CAP.

Bids are invited as stated on the solicitation cover sheet and must be returned by the date and time specified. Late bids will not be considered. All bids must be accompanied by the Affidavit, attached.

**Insurance: The successful bidder will be required to provide certificates of insurance for general liability, vehicles and worker compensation in the amounts specified in the contract (attached) immediately upon notification that they are the successful bidder. A contract will not be issued without the required proof of insurance.**

Basis of Contract: The proposed contract will be an hourly rate award. The determination of the Lowest Responsible Bidder will be made based on the lowest hourly rate, along with proposed time to complete the work. Failure to submit a complete bid, inclusive of affidavits and requested information, may disqualify the bidder. The Owner reserves the right to make any inquiries to insure that the lowest bidder is actually able to complete the work in a satisfactory manner.

Terms and conditions: As stated in the contract.

Change Orders: Changes in the work shall not be undertaken without prior written authorization. Field personnel are not authorized to modify the scope of work in any way or to issue change orders to this contract. Contractor shall submit a written request for a proposed change, the reason for the proposed change and the increase or decrease in price and time required as a result of the change. Cumulative changes that exceed the original contract price by more than 15% are prohibited by Oklahoma law.

Invoicing and Project Communication: All work-execution related communications must go through the Agency Representative. Project invoices, including the attached Form G109, Affidavit for Payment, shall be sent to the Agency Representative at the following address and attention:

ODWC – Hulah WMA  
Attn: John Rempe  
44144 State Hwy 99  
Pawhuska, OK 74056

## **2. EXECUTION**

Scheduling: Provide Agency Representative with proposed work schedule prior to beginning work.

Hour Meter: Hour meter will be read at the start and at the end of each work day.

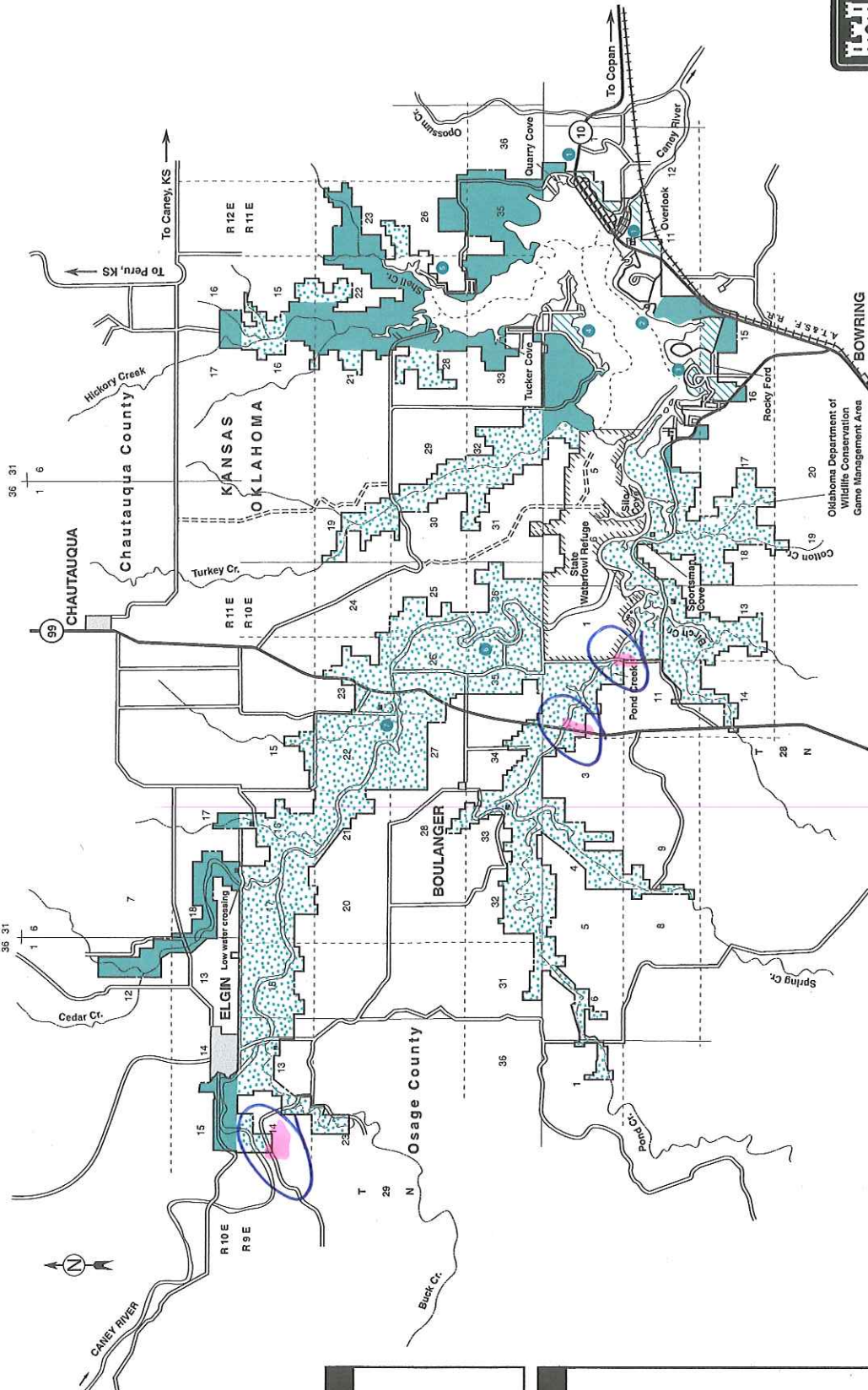
Travel: Operator will not be compensated for travel to and from work sites.

Closeout: At completion of the work, conduct final inspection with Agency Representative. Complete any corrective work as directed.

**\*\*\*End of Scope of Work\*\*\***

# HULAH LAKE

## PUBLIC HUNTING AREA



- PUBLIC USE AREAS**
- 1 Dam Site Area
  - 2 Hulah Cove
  - 3 Caney Bend
  - 4 Turkey Creek Point
  - 5 Skull Creek
  - 6 Caney River
  - 7 Boulanger Landing

- LEGEND**
- Paved Road
  - Improved Road
  - Dirt Road
  - Project Boundary
  - Hunters Camp - Primitive Camping (Deer Season Only)
  - Corps Areas Open For Hunting
  - State Areas Open For Hunting
  - See Restrictions

**RESERVOIR DATA**  
 Top of conservation pool EL 733.0  
 52 shoreline miles at EL 733.0  
 Total project land & water acreage 21510



**US Army Corps of Engineers**  
 Tulsa District