

HANOVER TOWNSHIP

2731 State Route 18
Hookstown, PA 15050
724-899-2642

Website: www.hanovertwp.us

George Roberts – Chair • Stephen Zalusky – Vice Chair • James Uranker – Supervisor
Daisy Spearing – Township Secretary/Treasurer • dspearing@hanovertwp.us

March 15, 2023

INVITATION TO SUBMIT PROPOSALS FOR HANOVER TOWNSHIP AND GREENE TOWNSHIP FOR THE 2023-2024 CONTRACT YEAR

Dear Vendor:

Enclosed please find the proposal form to submit bids to provide and deliver road materials and/or supplies. This bid package is also available on the Hanover Township website: www.hanovertwp.us and Greene Township website: www.greentownship.net

Deadline to submit proposals is 12:00 PM, April 11, 2023.

Proposals received before the deadline will be opened and read at the Hanover Township Supervisors Regular Meeting which convenes at 7:00 PM on April 11, 2023 at the Hanover Volunteer Fire Hall, 2697 State Route 18, Hookstown, PA 15050. Proposals received after the deadline will not be opened or considered.

Sealed proposals may be mailed to 2731 State Route 18, Hookstown, PA 15050 or hand delivered to the Hanover Township Office Monday-Friday between the hours of 8:00 AM and 4:00 PM and 8:00 AM until 12:00 PM on April 11, 2023.

All envelopes contained proposals must be clearly marked:

“Bid Proposal for letting of April 11, 2023”.

Thank you,

Daisy R. Spearing
Hanover Township Secretary-Treasurer
2731 State Route 18
Hookstown, PA 15050

Enclosure



A. DEPOSIT OF PROPOSALS.

- 1. All envelopes containing Bid proposals shall be clearly marked "Bid Proposal for letting of 4/11/2023 ." **DATE**

Hanover Township
MUNICIPALITY (NAME & TYPE)

Daisy R. Spearing
SECRETARY

Sealed Proposals will be received on or before
12:00 PM , on the above Letting Date. **TIME**

2731 State Route 18
Hookstown, PA 15050

Bids will be opened and read at approximately
7:00 PM , on the above Letting Date. **TIME**

ADDRESS
724-899-2642
MUNICIPAL CONTACT PHONE NUMBER

PROPOSALS MUST BE MAILED OR OTHERWISE DELIVERED TO THE ABOVE ADDRESS.

- 2. Supplier agrees to furnish and deliver those items for which prices have been indicated on the Schedule of Prices (Attachment 1) in accordance with the current PennDOT Specifications (Pub. 408), except bidders need not be prequalified by PennDOT (Sec. 102.01). It is understood that: (1) Bituminous materials will be purchased weight or converted gallons at 60° F. (2) Supplier must furnish Form CS-4171, CERTIFICATE OF COMPLIANCE and/ or TR-465 DAILY BITUMINOUS MIX CERTIFICATION. (3) The Municipality reserves the right to make an award on the basis of quotations received for any item or on the basis of the aggregate total for all like items on which quotations are received.
- 3. Contract shall expire in one year from Date of Award or March 31, 2024 (DATE)

B. CONTRACTOR'S CERTIFICATION

Proposal of _____
(NAME OF CONTRACTOR)

(ADDRESS)

1. It is hereby certified as follows:

a. The only person (s) having an interest in this proposal is (are) [include owners of leased equipment]:

b. None of the above persons are employees of the municipality.

c. This proposal is made without collusion with any other person, firm or corporation.

d. All specifications referred to above have been examined by the suppliers. The supplier understands that the quantities indicated herein are approximate and are subject to change as may be required; and that all work is payable on the basis of the unit prices listed on the Schedule of Prices (Attachment 1).

2. ~~Accompanying this proposal is a certified check or bid bond in the amount of \$ _____ made payable to the municipality, as a proposal guarantee which, it is understood, will be forfeited in case the supplier fails to comply with the requirements of the proposal.~~

3. Name(s) of source(s) of supply of bituminous materials.

* For Contract Projects, use MS-944.

- 4. The supplier will comply with all requirements of the laws and implementing regulations of the Commonwealth of Pennsylvania and of the United States relating to human relations, equal opportunity and non-discrimination in employment, and will pay to workmen employed in the performance of the contract the wages to which they may be entitled and, when required by law, not less than the applicable prevailing wage.
- 5. The supplier will provide the municipality with a performance bond in the amount of 50% of the contract, conditioned upon the faithful performance of the contract.

WITNESS OR ATTESTED BY:

TITLE:



SUPPLIER
BY: _____
TITLE:



TO BE EXECUTED ONLY IN THE EVENT THE ABOVE PROPOSAL IS ACCEPTED

ACCEPTED ON:

ATTESTED BY:

TITLE: Secretary/Treasurer

(SEAL)

DATE

MUNICIPALITY Hanover Township

BY: _____
TITLE: Chairman

TITLE: Vice Chairman

TOTAL AMOUNT OF CONTRACT:
\$ _____

TITLE: Supervisor

ITEMS INCLUDED IN CONTRACT:

SCHEDULE OF PRICES FOR EQUIPMENT AND / OR MATERIALS

EQUIPMENT Type, Make, Model, Specifications: _____

Delivery Date: _____ F.O.B. _____

PRICE \$ _____

OUTRIGHT PURCHASE - Trade-in \$ _____

Net \$ _____

RENTAL WITH PURCHASE OPTION (Rental to be applied to purchase price.)

Rental: _____ per _____
(Hour, day, week, month, etc.)

PRICE \$ _____

- Trade-in \$ _____

Net \$ _____

PROPOSAL AND CONTRACT INSTRUCTIONS

1. The proposal must be typewritten or printed.
2. If more than one proposal on any project is submitted by any individual, firm or partnership, corporation or association under the same or different names, only one lowest proposal will be considered.
3. Bid bonds may be waived by municipality by crossing it out on Proposal Form 963.
4. Part A of page 1 is to be completed by the municipality. Part B of page 1 is to be completed by the supplier. Schedule of Prices - under equipment section the municipality must complete description, delivery date, delivery site, and check appropriate block (s) for outright purchase or rental with purchase option. Under material section all like materials must be listed together and space provided for a total of all like materials. EXAMPLE: All classes of concrete, all sizes of concrete pipe, all sizes corrugated metal pipe, all asphalt materials, etc. Columns 1, 2, 3, 4, and 5 (be sure to include delivery date) must be filled in by the municipality to insure equitable bidding. All of Columns 6, A, 7, B, 8, and C must be filled in by the supplier, unless otherwise indicated. (Unit Price delivered as directed does not apply to bituminous pavements. Use form MS-944.) If more space is needed, add note at the bottom of the page: " Continued on Attachment 1 - A" and add additional sheet designated as Attachment 1-A, 1-B, etc. Repeat note for each additional sheet required. Municipality may eliminate one or two pairs of Columns 6 through C, if no bids are desired under one or two of the options.
5. Performance bonds are provided by only the successful bidder. Bond must be in 50% of contract amount.
6. Where Materials for a Wearing Surface Treatment are part of the contract Average Daily Traffic (ADT) Count must be included in the description.
7. Contractor awarded the bid shall receive an approved copy of the contract.
8. Form MS-963 is not to be used for purchasing bituminous or other pavements in place. IF ALTERNATE BIDS MUST BE SECURED, BOTH MS-963 AND MS-944 MUST BE USED.
9. This form is PRIMARILY for use when work is performed by Local Forces.
10. An ESCALATOR CLAUSE is optional; however, it must be included in the proposal prepared by the Municipality. An escalator clause MAY NOT be inserted by the contractor.
11. Freight On Board (FOB) asphalt is subject to the requirements of Publication 408, Section 110.04(a) Price Adjustment of Bituminous Materials.

SCHEDULE OF PRICES-MATERIALS

1	2	3	4**	5	6	A	7	B	8	C
ITEM NO.	APPROX. QUANTITY	UNIT	DESCRIPTION	REMARKS AND/OR DELIVERY DATES	UNIT PRICE FOB PLANT	TOTAL (2 X 6)	UNIT PRICE DELIVERED AT JOB SITE	TOTAL (2 X 7)	UNIT PRICE DELIVERED AS DIRECTED	TOTAL (2 X 8)
1	1,800	Tons	No. 8 (Formerly 1B) Limestone	*** Items 1 & 2 must be clean washed.	N/A	N/A	N/A	N/A		
2	1,000	Tons	No. 57 (Formerly 2B) Limestone	stone suitable for bituminous seal coat work. NO "SLAG"	N/A	N/A	N/A	N/A		
3	1,600	Tons	No. 2A (Formerly 2A) Limestone	***NO "SLAG"	N/A	N/A	N/A	N/A		
4	800	Tons	No. 617 Limestone	***NO "SLAG"	N/A	N/A	N/A	N/A		
Delivered to Hanover Twp: Item 1 1,200 Tons, Item 2 1,000 Tons, Item 3 1,000 Tons, Item 4 800 Tons										
Delivered to Greene Twp: Item 1 600 Tons, Item 3 600 Tons										
*With anticaking agents ** Includes Class - Size - Diameter ***All aggregates must conform to PennDot Form 408										
ALL COLUMNS MUST BE COMPLETED UNLESS OTHERWISE INDICATED.										