



**UNSEALED INVITATION FOR BID (UIFB)
MORVEN PARK ROAD SIDEWALK NUTRIENT CREDITS**

ISSUE DATE: Thursday, September 15, 2022

UIFB NO.: 14301-FY23-22

QUESTIONS DUE: Thursday, September 22, 2022; 5:00 PM

BIDS DUE: Friday, September 30, 2022; 3:00 PM

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I. PURPOSE

The purpose of this Unsealed Invitation for Bid (UIFB) is to purchase nutrient credits to address compliance with the water quality technical criteria and to address a Total Maximum Daily Load (TMDL) requirement.

II. BACKGROUND

The Town of Leesburg is located 35 miles west of Washington, D.C. The Town encompasses an area of 12 square miles with an estimated service population of 52,415. The Town's fiscal year begins on July 1 and ends on June 30. As a government entity, the Town of Leesburg is exempt from being taxed on goods and services.

Nutrient credits are needed to meet the stormwater management obligations for permitting of the Morven Park Road Sidewalk project in the Town of Leesburg. The project site is located within the PL16-020700080704 HUC12 Cattail Branch – Goose Creek with Tuscarora Creek as the receiving waterbody. The project discharges into downstream waterbodies that have benthic impairments as defined by the Virginia Department of the Environment (DEQ).

The project seeks to purchase 0.72 lbs/yr of phosphorus nutrient credits via a single lump sum purchase. Per the Virginia DEQ requirements outlined in 9VAC25-900-91: Exchange of Credits (Section 91), nutrient credit purchase is governed by a hierarchy as specified in 9VAC25-900-91.B.3 due to the downstream benthic impairment. This guidance applies to all Stormwater construction general permittees (CGP) regulated under the Stormwater Management Act: Article 2.3 (§ 62.1-44.15:24 et seq.) of Chapter 3.1 of Title 62.1 of the Code of Virginia. and land-disturbing activities regulated under the Chesapeake Bay Preservation Act: Article 2.5 (§ 62.1-44.15:67 et seq.) of the Code of Virginia utilizing nonpoint source phosphorus credits to satisfy phosphorus loading requirements in accordance with 9VAC25-870-69 and 9VAC25-870-51.

The Virginia DEQ Nutrient Credit Trading Data Viewer shows that there are no nutrient credit banks in the HUC 12 watersheds and no nutrient credit banks in the HUC 10 watersheds. As a result, **Nutrient Credit Banks in the HUC 8 watershed** will be used to provide the required nutrient credits.

III. SCOPE OF WORK

The Town of Leesburg ("Town") is requesting Bids for the purchase of 0.72 pounds of authorized nutrient credits of phosphorus from an approved nutrient credit bank in the HUC 8 watershed (HUC-8-02070008). These nutrient credits are to provide the required water quality treatment for improvements associated with the construction of the Morven Park Road Sidewalk project in the Town of Leesburg.

1. Bidder Qualifications

Only Bidders who satisfy the following qualifications shall be eligible to receive a contract award:

- A. Bidders shall be the owner or authorized representative of a nutrient credit bank that is approved by the Virginia Department of Environmental Quality (DEQ). The nutrient

credit bank shall be active and operating in compliance with applicable federal and state permits, laws, and regulations and be in good regulatory standing.

- B. The nutrient credit bank must have within its approved geographic service area the Department of Conservation and Recreation's **HUC-8-02070008** which includes the proposed construction site. A copy of the bank's Geographic Service Area Map or equivalent shall be provided with the Bid submission.
- C. The nutrient credit bank shall have released for sale by the DEQ and available for contract purchase at the time of Bid submission the required number of nutrient credits specified herein. A copy of the bank's current ledger must be provided with the Bid submission as proof of the number of nutrient credits available and approved for sale by the DEQ.
- D. The nutrient credit bank shall include with its Bid submission the bank's typical Agreement for Credit Purchase & Sale.

2. **Contract Requirements**

- A. Within five (5) business days after receipt of the purchase order, the selected awardee(s) shall provide a Letter of Credit Availability to the Town for submission to the DEQ verifying that the nutrient credit bank has the nutrient credits available and awarded for this project, and an invoice for the credit purchase.
- B. Within ten (10) business days after receipt of payment for the invoice, the awardee(s) shall provide a Bill of Credit Sale to the Town for submission to the DEQ verifying that the required amount of nutrient credits have been purchased by the Town, and that the credits have been debited from the nutrient credit bank's ledger for the West Market Street Sidewalk project. An updated Bank Ledger reflecting credits purchased by the Town from the Bidder and DEQ credit release letter shall also be provided by the awardee.
- C. The above referenced documentation shall indicate the name of the nutrient credit bank, the HUC from which the nutrient credits originate, the date, and the exact number of credits approved, released and sold to the Town.

IV. SUBMITTAL INSTRUCTIONS

Bids shall be submitted by email to csteyer@leesburgva.gov **prior** to the Bid submission deadline stipulated for this UIFB or as amended via any subsequent addenda issued by the Town. Bidders assume full responsibility for the electronic delivery of the completed proposal to the indicated email address on or before the deadline for submission. The Town is not responsible for any loss or delay with respect to the submission of Bids. Late Bids will **not** be accepted. Bids submitted by any method other than via the indicated email address will **not** be accepted.

The following documents shall be included with the Bid submission and should be combined into one pdf file:

1. UIFB Submission Form (Page 12)
2. Addenda Acknowledgement (Page 13)
3. Pricing Form (Page 14)
4. Copy of current calendar year bank ledger

5. Copy of the bank's Geographic Service Area Map or equivalent
6. Copy of the Credit Release Letter from DEQ
7. Copy of the Banking Instrument
8. Copy of the Bidder's typical agreement for credit purchase and sale
9. Copy of Bidder's Town of Leesburg business license (if applicable – see Section VII, Item 13)
10. Virginia SCC Certificate of Organization, Fact or Good Standing
11. Completed and Signed Form W-9, Request for Taxpayer Identification Number and Certification (not required if firm has done business with the Town within the past year)

The same person, firm, or corporation may submit only one Bid. The submittal of more than one Bid shall be cause for rejection by the Town of all Bids submitted by the person, firm, or corporation.

All blanks, except signatures, on the Bid Form shall be legibly completed in ink or types.

The signer of the Bid must initial interlineations, alterations, and erasures.

The Town shall have the right to reject any Bid that does not provide all requested information.

The Bid shall include the legal name of the Bidder and a statement that the Bidder is a sole proprietor, partnership, corporation, or other legal entity. The Bid shall be signed by the person or persons legally authorized to bind the Bidder to a contract. A Bid by a corporation shall further give the state of incorporation and have the corporate seal affixed. A Bid submitted by an agent shall have a current power of attorney attached certifying the agent's authority to bind the Bidder. Bids shall be accompanied by evidence of authorization to conduct business in Virginia.

Withdrawn Bids may be resubmitted up to the date and time designated for the receipt of Bids, provided that they are then fully in conformance with these Instructions to Bidders.

V. AWARD CRITERIA

The Town intends to award this Contract to the lowest responsive, responsible Bidder who is authorized to transact business in the Commonwealth of Virginia with demonstrated experience similar in nature to that being requested herein.

The Town reserves the right to award in whole or in part, to make multiple awards, or to waive informalities in the process of awarding this contract.

The contents of the Bid submitted by the successful Bidder will become part of any contract awarded as a result of this UIFB. The successful Bidder shall be expected to sign a contract with the Town.

VI. QUESTIONS AND INQUIRIES

Unless otherwise instructed, the Procurement Contact is the sole point of contact for questions concerning this UIFB. Questions concerning this UIFB must be made in writing to the Procurement Contact listed on the cover page of the UIFB. Questions must be received by the time and date

indicated on the cover page of the UIFB.

A formal addendum responding to all questions received by the deadline will be made available no later than five business days before the Bid due date. Additional clarifications to the specifications will also be in the form of a written addendum. All addenda will be posted on the Town's website. Such addenda will become part of the contract documents. Verbal instructions are not binding and will not form a part of the Bid documents. It is the Bidder's responsibility to obtain all addenda from the Town's website: <http://www.leesburgva.gov/Bidboard>.

VII. GENERAL TERMS AND CONDITIONS

1. **Bid Binding for Ninety (90) Days:** Bidder agrees that this Bid shall be valid and may not be withdrawn for a period of ninety (90) calendar days after the due date.
2. **Late Bids:** Bids received after the time specified on the cover page of this UIFB will not be accepted and will be returned unopened, provided a return address is visible.
3. **Acceptance or Rejection of Bids:** The Town reserves the right to accept or reject any or all Bids in whole or in part and to waive minor informalities in the process of awarding this contract.
4. **Competition Intended:** It is the Town's intent that this request for quote permits competition. It shall be the Bidder's responsibility to advise the Procurement Officer in writing if any language, requirements, specifications, etc., or any combinations thereof, inadvertently restricts or limits the requirements stated in this UIFB to a single source. The Procurement Officer must receive such notification at least ten (10) business days before the due date.
5. **Understanding of Specifications:** Bidders shall thoroughly examine and be familiar with the Town specifications. The failure or omission of any Bidder to receive or examine this document shall in no way relieve any Bidder of obligations with respect to this Bid or the subsequent contract. The submission of a Bid shall be taken as prima facie evidence of compliance with this paragraph.
6. **Inquiries Concerning Specifications:** Questions concerning this UIFB must be made in writing to the Procurement Contact listed on the cover page of the UIFB.
7. **ADA Reasonable Accommodation Clause:** If you need any reasonable accommodation for any type of disability in order to participate in this procurement, please contact the Procurement Officer at least ten (10) business days before the Bid due date.
8. **Costs Incurred in Responding:** This solicitation does not commit the Town to pay any costs incurred in the preparation and submission of Bids, or to procure or contract for services defined herein.
9. **Employment Discrimination Prohibited:** During the performance of this Contract, the Contractor agrees as follows:

- A. The Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex or national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
- B. The Contractor, in all solicitations or advertisements for employees placed by or on behalf of the contractor, will state that such Contractor is an equal opportunity employer.
- C. Notices, advertisements, and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.

The Contractor will include the provisions of the foregoing paragraphs a, b and c in every subcontract or purchase order of over \$10,000 so that the provisions will be binding upon each subcontractor or vendor.

- 10. **Disposition of Bids:** All materials submitted in response to this UIFB will become the property of the Town. One (1) copy of each Bid shall be retained for official files and will become a public record. These records will be available for public inspection after award of the contract. It is understood that the Bid will become a part of the official file on this matter without obligation on the part of the Town except as to the disclosure restrictions contained in Section 11. "Trade Secrets and Proprietary Information Disclosure".
- 11. **Trade Secrets and Proprietary Information Disclosure:** In compliance with the Town's Procurement Policies, all Bids will be available for public inspection. Trade secrets and proprietary information submitted by a Bidder in connection with procurement shall not be subject to public disclosure under the Virginia Freedom of Information Act. However, the Bidder must invoke the protection of this section before or upon submission of the data or other materials and must identify the specific area or scope of data or other materials to be protected and state the reasons why protection is necessary. An all-inclusive statement that the entire Bid is proprietary is unacceptable. A statement that the costs are to be protected is unacceptable.
- 12. **Laws and Regulations:** The Bidder's attention is directed to the fact that all applicable Commonwealth of Virginia laws, municipal ordinances and the rules and regulations of all authorities having jurisdiction over the Contract shall apply to the Contract throughout, and they will be considered to be included in the Contract the same as though herein written out in full.
- 13. **License Requirement:** All firms doing business for the Town are required to be licensed in accordance with the Town's "Business, Professional, and Occupational Licensing (BPOL) Tax" Ordinance. Wholesale and retail merchants without a business location in Leesburg, VA are exempt from this requirement. Questions concerning the BPOL Tax should be directed to the Department of Finance, telephone **703-771-2723**. Indicate the BPOL license number on the Bid form if applicable.

Bidders do not have to obtain a BPOL license in order to submit a Bid to the Town; however, the successful Bidder must obtain a license, if applicable, prior to award of the contract.

14. **Ethics in Public Contracting:** The Bidder agrees that it will adhere to Article 6 – “Ethics in Public Contracting” requirements set forth in the Virginia Public Procurement Act.
15. **Safety:** All contractors and subcontractors performing services for the Town are required and shall comply with all Occupational Safety and Health Administration (OSHA), State and County Safety and Occupation Health Standards and any other applicable rules and regulations. Also, all contractors and subcontractors shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site area under this contract.
16. **Termination:** Subject to the provisions below, the Contract may be terminated by the Town upon ten (10) days advance written notice to the other party. If any work or service hereunder is in progress, but not completed as of the date of termination, then this contract may be extended upon written approval of the Town until said work or services are completed and accepted.

Termination for Convenience – In the event that this Contract is terminated or cancelled upon request and for the convenience of the Town, without the required ten (10) days advance written notice, then the Town shall negotiate reasonable termination costs, if applicable.

Termination for Cause – Termination by the Town for cause, default, or negligence on the part of the Contractor shall be excluded from the foregoing provision; termination costs, if any, shall not apply. The ten (10) days advance notice requirement is waived in the event of Termination for Cause. In the event of default by the Bidder, we reserve the right to procure the commodities and/or services from other sources and hold the Bidder liable for any excess cost occasioned thereby. If, however, public necessity requires use of commodities and/or service not conforming to the specifications they may be accepted, and payment therefore shall be made at a proper reduction in price.

Termination Due to Unavailability of Funds in Succeeding Fiscal Years – When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal year, the contract shall be cancelled, and the contractor shall be reimbursed for the reasonable value of any non-recurring costs incurred but not amortized in the price of the supplies or services delivered under the contract.

17. **Non-Assignment of Contract:** The Contractor shall not assign the Contract, or any portion thereof, without the advanced written permission of the Procurement Officer, such permission not to be unreasonably withheld.
18. **Use by Other Localities:** Bidders are advised that the resultant Contract may be extended, with the authorization of the Bidder, to other public bodies or public agencies or institutions of the United States to permit their use of the contract at the same prices and/or discounts and terms and conditions of the resulting contract. If any other public body decides to use the final Contract, the Contractor(s) must deal directly with that public body concerning the placement of orders, issuance of the purchase orders, contractual disputes, invoicing and payment. The Town of Leesburg acts only as the “Contracting Agent” for these public bodies. Failure to extend a contract to any public body will have no effect on consideration of your Bid.

It is the Contractor’s responsibility to notify the public body(s) of the availability of the contract.

Other public bodies desiring to use this Contract must make their own legal determination as to whether the use of this Contract is consistent with their laws, regulations, and other policies.

Each public body has the option of executing a separate contract with the Contractor(s). Public bodies may add terms and conditions required by statute, ordinances, and regulations, to the extent that they do not conflict with the Contract's terms and conditions. If, when preparing such a contract, the general terms and conditions of the public body are unacceptable to the Contractor, the Contractor may withdrawal its extension of the award to that public body.

The Town of Leesburg shall not be held liable for any costs or damages incurred by another public body as a result of any award extended to that Public Body by the Contractor.

19. **Modification of the Contract:** This Contract may be modified by approved a contract modification or change order signed by both parties in accordance with the VPPA.
20. **Discrimination Prohibited; Participation of Small and Minority-Owned Business:** The Town shall not discriminate against a Bidder because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.
21. **Drug-free Workplace to Be Maintained by Contractor; Required Contract Provisions:** All public bodies shall include in every contract over \$10,000 the following provisions:

During the performance of this Contract, the Contractor agrees to (i) provide a drug-free workplace for the Contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the Contractor that the Contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this section, "*drug-free workplace*" means a site for the performance of work done in connection with a specific contract awarded to a contractor in accordance with this chapter, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the Contract.

22. **Collusion among Bidders:** More than one Bid from an individual, firm, partnership, corporation or association under the same or different name will be rejected. Reasonable grounds for believing that a Bidder has an interest in more than one Bid for the work contemplated will cause rejection of all Bids in which the Bidder is interested. Any or all Bids will be rejected if there is any reason for believing that collusion exists among the Bidders. Participants in such collusion may not be considered in future Bids for the same work. The signer of the Bid must declare that all persons, companies and parties interested in the contract as principals are named therein; that the Bid is made without collusion with any other person, persons, company or parties submitting a Bid; that it is in all respects fair and in good faith

without collusion or fraud; and that the signer of the Bid has authority to contractually bind the Bidder. See Submission Form.

23. **Town Employees:** No employee of the Town shall be admitted to any share or part of this Contract or to any benefit that may arise there from.
24. **Qualification of Bidders:** Each Bidder may be required, before the award of any contract, to show to the complete satisfaction of the Evaluation Team that it has the necessary facilities, abilities, and financial resources to furnish the service or material specified herein in a satisfactory manner, and the Bidder may also be required to show past history and reference which will enable the Evaluation Team to be satisfied as to the Bidder's qualifications. Failure to qualify according to the foregoing requirements will justify Bid rejection.
25. **Liability:** The successful Bidder will not be held responsible for failure to perform the duties and responsibilities imposed by the Contract due to legal strikes, fires, civil disobedience, riots, rebellions, acts of God and similar occurrences beyond the control of the successful Bidder that make performance impossible or illegal, unless otherwise specified in the Contract.
26. **Protest of Award or Decision to Award:** A Bidder may protest an award or decision to award a contract under procedures as set forth in the Virginia Public Procurement Act.
27. **Ethics in Public Contracting:** This specification incorporates by reference, but is not limited to, the provisions of law contained in the Virginia Conflict of Interest Act, the Virginia Governmental Frauds Act, Articles 2 and 3 of Chapter 10 of title 18.2 of the Code of Virginia, as amended, and the Town Procurement Policy.
28. **Faith-Based Organizations:** The Town of Leesburg does not discriminate against faith-based organizations.
29. **Insurance Requirements:** Omitted.
30. **Payment Clauses:** Pursuant to Section 2.2-4354 of the VPPA, within seven days after receipt of amounts paid to the Bidder by the Town for work performed by the subcontractor under the resulting Contract the Bidder will:
 - A. Pay the subcontractor for the proportionate share of the total payment received from the agency attributable to the work performed by the subcontractor under that contract; or
 - B. Notify the agency and subcontractor, in writing, of his intention to withhold all or a part of the subcontractor's payment with the reason for nonpayment.

Individual contractors must provide their social security numbers and proprietorships, partnerships, and corporations to provide their federal employer identification numbers.

The Bidder will pay interest to the subcontractor on all amounts owed by the Bidder that remain unpaid after seven days following receipt by the Bidder of payment from the Town for work performed by the subcontractor under that contract, except for amounts withheld as allowed in subdivision 1.

“Unless otherwise provided under the terms of this contract, interest shall accrue at the rate

of one percent per month.”

The Bidder will include in each of its subcontracts a provision requiring each subcontractor to include or otherwise be subject to the same payment and interest requirements with respect to each lower-tier subcontractor.

A Contractor’s obligation to pay an interest charge to a subcontractor pursuant to the payment clause in this section shall not be construed to be an obligation of the Town. A contract modification shall not be made for the purpose of providing reimbursement for the interest charge. A cost reimbursement claim shall not include any amount for reimbursement for the interest charge.

31. **Prime Vendor Responsibilities:** Bidders may propose services that are provided by others, but any services proposed must meet all of the requirements of this UIFB. If the Bid includes services provided by others, the Bidder will be required to act as the prime contractor for all such items and must assume full responsibility for the procurement delivery and quality of such services. The Bidder will be considered the sole point of contact with regard to all stipulations, including payment of all charges and the meeting of all requirements of this UIFB.
32. **Purchase Orders:** A purchase order will be enclosed with the resulting Contract or will be issued shortly thereafter, and will become an integral part of the resulting Contract. The purchase order indicates that sufficient funds have been obligated as required by Title 15 of the Code of the Commonwealth of Virginia, and assures distribution of the necessary receiving reports. The purchase order does not supersede any provisions of the resulting Contract. Performance time and dates are determined solely by the Contract and any modification thereto. Services are not to begin until receipt of the purchase order and/or other notification by the Town’s Procurement Officer or designee.
33. **Payment Terms:** The Bidder shall submit invoices to the Town with all supporting documentation and shall be reimbursed within 45 days of receipt of invoice or completion of services, whichever occurs later.

**SUBMISSION FORM
 UIFB NO. 14301-FY23-22
 MORVEN PARK ROAD SIDEWALK NUTRIENT CREDITS**

SECTION I – COMPANY IDENTIFICATION AND OWNERSHIP DISCLOSURE

Company _____
 Address _____
 Contact Person & Title _____
 Telephone No. _____ Fax No. _____ Email _____
 Organized under the laws of the State of _____
 Principal place of business at _____
 Federal ID Number _____ Registered Agent _____
 State Corp. Commission Registration No. _____ (attach Certificate of Good Standing)

List the names and addresses of all persons having ownership of 3% or more in the company:

Name	Address
_____	_____
_____	_____
_____	_____

The Town of Leesburg requests, as a matter of policy, that any consultant or firm receiving a contract of award resulting from a formal solicitation issued by the Town shall make certification as specified below. Receipt of such certification, shall be a prerequisite to the award of contract and payment thereof.

SECTION II – EMPLOYEES NOT TO BENEFIT - I (we) hereby certify that if the contract is awarded to our firm, partnership, or corporation, that no employee of the Town of Leesburg, or members of his/her immediate family, including spouse, parents or children has received or been promised, directly or indirectly, any financial benefit, by way of fee, commission, finder’s fee, political contribution or any similar form of remuneration on account of the act of awarding and/or executing this contract.

SECTION III – CONFLICTS OF INTEREST - This solicitation is subject to the provisions of VA Code Ann. Section 2.1-639.2 et seq., the State and Local Government Conflict of Interests Act.

The Bidder [] is [] is not aware of any information bearing on the existence of any potential organizational conflict of interest. Bidder must select one or the other (not both) by inserting a checkmark or the letter “X”.

SECTION IV – COLLUSION - I certify that this offer is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an offer for the same services, materials, supplies, or equipment and is in all respects fair and without collusion or fraud. I understand collusive Bidding is a violation of the State and federal law and can result in fines, prison sentences, and civil damage awards. I hereby certify that the responses to the above representations, certifications, and other statements are accurate and complete. I agree to aBide by all conditions of this UIFB and certify that I am authorized to sign for my company.

Signature _____ Date _____
 Name (Printed) _____ Title _____

BIDDER MUST RETURN THIS FORM WITH THEIR BID

ACKNOWLEDGEMENT OF ADDENDA

Bidder acknowledges receipt of the following ADDENDA, which have been considered in the preparation of this Bid.

No. _____	Dated: _____
No. _____	Dated: _____
No. _____	Dated: _____
No. _____	Dated: _____
No. _____	Dated: _____

BID FORM
UIFB NO 14301-FY23-22
MORVEN PARK ROAD SIDEWALK NUTRIENT CREDITS

UIFB NO. 14301-FY23-22 MORVEN PARK ROAD SIDEWALK NUTRIENT CREDITS	Bid Due Date: Friday, September 30, 2022 by 3:00 P.M.
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Bidder Name and Address:	Delivery Within _____ Days ARO
	Terms _____ % _____ No of Days or _____ NET 45 Days
	F.O.B. Destination

Instructions to Bidders:
 Quote lowest possible price on items or services listed below. Contractor's price shall include all freight, delivery & shipping charges to Town Site. Advise what discount, if any, will be allowed for payment within a specified time. Terms must be specified. Complete all items. Subject to terms and conditions contained in the UIFB.

Item	Description	Estimated Quantity	Unit of Measure	Unit Price	Extended Price (Est. Quantity X Unit Price)
1	Nutrient Credits for Phosphorus	0.72	LB	\$ _____	\$ _____
TOTAL BID PRICE (SUM OF EXTENDED PRICE OF ITEM 1)				\$ _____	

Instructions to Bidders:

Complete all items or your bid may not be considered. Contractor guarantees product or services will meet or exceed specifications and are subject to the terms and conditions contained in the UIFB.

Prices shall include all labor, supervision, tools, equipment, transportation (including fuel, tolls, etc.), permit and licenses, and management to perform the services described herein. Material acquisition, handling and delivery, or for movement of Contractor-owned or rental equipment shall also be included in the proposed prices.

Authorized Signature: _____ **Title:** _____ **Date:** _____