



DANE COUNTY
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION

REQUEST FOR PROPOSAL (RFP)

Revised 02/2020

RFP NUMBER: **120048**

RFP TITLE: **BRIDGE INSPECTIONS &
RE-INSPECTIONS**

RFP DEADLINE: **May 20, 2020**
2:00 p.m. (CST)

**PROPOSALS
MUST BE
UPLOADED TO:** **Purchasing Bid Dropbox**
www.danepurchasing.com

Late, faxed, mailed, hand-delivered or unsigned proposals will be rejected

**DIRECT
ALL INQUIRES TO:**

Carolyn A. Clow
Purchasing Officer
608-266-4966
Clow.carolyn@countyofdane.com
www.danepurchasing.com

PROPOSAL SUBMISSION CHECKLIST

- | | | |
|---|--|--|
| <input type="checkbox"/> Update Vendor Registration | <input type="checkbox"/> RFP Response
(Separate from Cost Proposal) | <input type="checkbox"/> Upload RFP Response and Cost Proposal to Purchasing Bid Dropbox |
| <input type="checkbox"/> Read Entire RFP Document | <input type="checkbox"/> Cost Proposal
(Separate from RFP Response) | |

DATE ISSUED | April 20, 2020

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1.0 GENERAL INFORMATION

1.1 Introduction

The purpose of this document is to provide interested parties with information to enable them to prepare and submit a proposal according to the specifications set forth within this document.

The County intends to use the results of this process to award a contract or issue of purchase order for the product(s) and or services(s) stated.

The Dane County Purchasing Division is the sole point of contact for questions and issues that may arise during the RFP process.

1.2 Clarification of the Specifications

All inquiries concerning this RFP must be **emailed** to the **person indicated on the cover page** of the RFP Document.

Any questions concerning this RFP must be submitted in writing by e-mail on or before the stated date on the **Calendar of Events** (Section 1.6).

Proposers are expected to raise any questions, exceptions, or additions they have concerning the RFP document at this point in the RFP process. If a proposer discovers any significant ambiguity, error, conflict, discrepancy, omission, or other deficiency in this RFP, the proposer should immediately notify the contact person of such error and request modification or clarification of the RFP document.

Proposers are prohibited from communicating directly with any employee of Dane County, except as described herein. No County employee or representative other than those individuals listed as County contacts in this RFP is authorized to provide any information or respond to any question or inquiry concerning this RFP.

1.3 Vendor Conference

There will not be a vendor conference.

1.4 Reasonable Accommodations

The County will provide reasonable accommodations, including the provision of informational material in an alternative format, for qualified individuals with disabilities upon request. If you need accommodations at a proposal opening/vendor conference, contact the Purchasing Division at (608) 266-4131 (voice) or (608) 266-4941 (TTY).

1.5 Addendums and/or Revisions

In the event that it becomes necessary to provide additional clarifying data or information, or to revise any part of this RFP, revisions/amendments and/or supplements will be posted on the Purchasing Division [website](#).

It shall be the responsibility of the proposers to regularly monitor the Purchasing Division web site for any such postings. Proposers must acknowledge the receipt/review of any addendum(s) at the bottom of the Vendor Information Page.

1.6 Calendar of Events

Listed below are specific and estimated dates and times of actions related to this RFP. The actions with specific dates must be completed as indicated unless otherwise changed by the County. In the event that the County finds it necessary to change any of the specific dates and times in the calendar of events listed below, it will do so by issuing an addendum to this RFP and posting such addendum on the Dane County [website](#). There may or may not be a formal notification issued for changes in the estimated dates and times.

DATE	EVENT
April 20, 2020	RFP Issued
May 8, 2020	Last day to submit written inquiries (2:00 p.m. CST)
May 11, 2020	Addendums or supplements to the RFP posted on the Purchasing Division website
May 20, 2020	Proposals due (2:00 p.m. CST)
Week of May 27, 2020	Vendor Selection/Award

1.7 Contract Term and Funding

Anticipated Start Date: June 1, 2020

Term	Renewal	Start Date	End Date
Term 1		June 1, 2020	December 31, 2020
Term 2	Yes	January 1, 2021	December 31, 2021

1.8 Submittal Instructions

Proposals must be received in the Purchasing – Bid Dropbox located on the www.danepurchasing.com website no later than the date and time indicated within the RFP Deadline field on the RFP Cover Page or addenda. Late, faxed, mailed, hand-delivered, or unsigned proposals will be rejected unless otherwise specified. Dane County is not liable for any cost incurred by proposers in replying to this RFP.

All proposals must be saved in PDF format unless otherwise specified within the RFP document and the file name shall include the RFP# and name of business submitting proposal.

Example of how to name the files:

120012 – Vendor Name – RFP Response

120012 – Vendor Name – Cost Proposal

To Submit a Proposal:

1. Go to www.danepurchasing.com and click on Purchasing – Bid Dropbox or click on the Open RFP’s and Bids page link.
2. Click on the Submit a Bid button within the green Purchasing Bid Dropbox.
3. Type in the Email, First Name, Last Name and Company information and click Continue.
4. Drag and drop the RFP files one at a time into the “Drag files here” box.
5. After all files have been placed into the “Drag files here” box, click on the blue Upload button.

- a. The file upload status can be seen for each document uploaded.
 - b. After each document reaches 100%, it will say “Uploaded”.
6. Confirm all files have been uploaded and then close out of the window.

1.9 Bid Opening and Summary Posting

Dane County Purchasing strives to complete a summary and post online the same day as the opening. The only information provided at an opening of an RFP is the name of each vendor submitting a proposal. Dane County Purchasing will not hold public bid openings at this time. Results will be posted on the RFP and Bid Summaries/Archive page.

1.10 Multiple Proposals

Multiple proposals from a vendor will be permissible, however each proposal must conform fully to the requirements for proposal submission. Each such proposal must be clearly labeled as Proposal #1, Proposal #2, etc.

1.11 Proposal Organization and Format

Proposals shall be organized to comply with the section numbers and names as shown in Section 4.0: Proposal Preparation Requirements.

1.12 Designation of Confidential and Proprietary Information

All restrictions on the use of data contained within a proposal and all confidential information must be clearly stated on the Vendor Information Attachment under the “Designation of Confidential and Proprietary Information” section.

Proprietary information submitted in a proposal, or in response to the RFP, will be handled in accordance with the applicable Wisconsin State Statute(s).

Submitted pricing will always become public information when proposals are opened and therefore cannot be designated as confidential.

Other information cannot be kept confidential unless it is a trade secret. Trade secret is defined in Sect. 134(80)(1)(c) Wis. State Statutes, as follows: "Trade secret" means information, including a formula, pattern, compilation, program, device, method technique or process to which all of the following apply:

1. The information derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by other persons who can obtain economic value from its disclosure or use.
2. The information is the subject of efforts to maintain its secrecy that are reasonable under the circumstances.

To the extent permitted by law, it is the intention of Dane County to withhold the contents of the proposal from public view until such times as competitive or bargaining reasons no longer require non-disclosure, in the opinion of Dane County. At that time, all proposals will be available for review in accordance with the Wisconsin Open Records Law.

In the event the Designation of Confidentiality of this information is challenged, is required to provide legal counsel or other necessary assistance to defend the Designation of Confidentiality.

Failure to designate confidential and proprietary information within the Designation of Confidential and Proprietary Information section of the Vendor Information Attachment may mean that all information provided as part of the proposal response will be open to examination or copying. The County considers other markings of confidential in the proposal document to be insufficient. The undersigned agrees to hold the County harmless for any damages arising out of the release of any material unless they are specifically identified within the Designation of Confidential and Proprietary Information section of the Vendor Information Attachment.

1.13 Cooperative Purchasing

Participating in cooperative purchasing gives a vendor the opportunity for additional sales without additional bidding. Municipalities use the service to expedite purchases. A “municipality” is defined as any county, city, village, town, school district, board of school directors, sewer district, drainage district, vocational, technical and adult education district, or any other public body having authority to award public contracts (s. 16.70(8), Wis. Stats.). Federally recognized Indian tribes and bands in this state may participate in cooperative purchasing with the state or any municipality under ss. 66.0301(1) and (20), Wis. Stats.

On the Vendor Information page, you will have the opportunity to participate in allowing other municipalities to piggyback this bid. Participation is not mandatory. A vendor’s decision on participating in this service has no effect on awarding the bid.

Dane County is not a party to these purchases or any dispute arising from these purchases and is not liable for delivery or payment of any of these purchases.

1.14 Vendor Registration Program:

All proposers are strongly encouraged to be a registered vendor with Dane County. Registering allows a vendor the opportunity to receive notifications for solicitations issued by the County and provides the County with up-to-date company contact information.

Provide your Dane County Vendor # in the Vendor Information section of the proposal submission packet.

For Non-Registered Vendors:

Complete vendor registration by visiting www.danepurchasing.com. On the top menu bar, click Vendor Registration and then click Create Vendor Account. You will receive an email confirmation once your account is created and again when your vendor registration is complete. Retain your user name/email address and password for ease of re-registration in future years. Within 2-4 days of completing the registration, a vendor number will be assigned and emailed to you.

For Registered Vendors:

Check to make sure your vendor information including commodity codes is up-to-date by signing into your account at www.danepurchasing.com. On the top menu bar, click Vendor Registration and then click Vendor Log In.

1.15 Local Purchasing Ordinance

Under County ordinances, a Local Vendor is defined as a supplier or provider of equipment, materials, supplies or services that has an established place of business within the County of Dane. An established place of business means a physical office, plant or other facility. A post office box address does not qualify a vendor as a Local Vendor.

County ordinance provides that a local vendor automatically receive five points toward the evaluation score.

Vendors located within the counties adjacent to Dane County (Columbia, Dodge, Green, Iowa, Jefferson, Rock, Sauk) automatically receive two points toward the evaluation score.

1.16 Dane County Sustainability Principles

On October 18, 2012, the Dane County Board of Supervisors adopted Resolution 103, 2012-2013 establishing the following sustainability principles for the county:

- Reduce and eventually eliminate Dane County government's contribution to fossil fuel dependence and to wasteful use of scarce metals and minerals;
- Reduce and eventually eliminate Dane County government's contribution to dependence upon persistent chemicals and wasteful use of synthetic substances;
- Reduce and eventually eliminate Dane County government's contribution to encroachment upon nature and harm to life-sustaining ecosystems (e.g., land, water, wildlife, forest, soil, ecosystems);
- Reduce and eventually eliminate Dane County government's contribution to conditions that undermine people's ability to meet their basic human needs.

1.17 Fair Labor Practice Certification

Dane County Ord. 25.09 (1) is as follows:

(28) BIDDER RESPONSIBILITY. (a) Any bid, application or proposal for any contract with the county, including public works contracts regulated under chapter 40, shall include a certification indicating whether the bidder has been found by the National Labor Relations Board (NLRB) or the Wisconsin Employment Relations Committee (WERC) to have violated any statute or regulation regarding labor standards or relations within the last seven years. The purchasing manager shall investigate any such finding and make a recommendation to the committee, which shall determine whether the conduct resulting in the finding affects the bidder's responsibility to perform the contract.

If you indicated that you have been found by the NLRB or WERC to have such a violation, you must include a copy of any relevant information regarding such violation with your proposal, bid or application.

Additional information can be found using the following links: www.nlrb.gov and <http://werc.wi.gov>.

SECTION 2 – PROPOSAL SELECTION AND AWARD PROCESS

2.0 PROPOSAL SELECTION AND AWARD PROCESS

2.1 Preliminary Evaluation

The proposals will first be reviewed to determine if requirements in Section 1 and Section 4 are met. Failure to meet mandatory requirements will result in the proposal being rejected. In the event that all vendors do not meet one or more of the mandatory requirements, the County reserves the right to continue the evaluation of the proposals and to select the proposal which most closely meets the requirements specified in this RFP.

2.2 Proposal Scoring

Accepted proposals will be reviewed by an evaluation team and scored against the stated criteria in Section 2.4. This scoring will determine the ranking of vendors based upon their written proposals. If the team determines that it is in the best interest of the County to require oral presentations, the highest-ranking vendors will be invited to make such presentations. Those vendors that participate in the interview process will then be scored, and the final ranking will be made based upon those scores.

2.3 Evaluation Criteria

The proposals will be scored using the following criteria:

Proposal Requirements	Percent
Project Team & Project Team Leader (Section 4.5, 4.7)	25%
Organization Capabilities & Experience (Section 4.4, 4.6)	15%
Project Understanding & Approach (Section 4.8)	35%
# of Bridges Rated (Attachment B)	10%
Structure Load Rating (Attachment B)	10%
Cost	Percent
Cost (Section 5)	5%
Total	100%

SECTION 2 – PROPOSAL SELECTION AND AWARD PROCESS

2.4 **Right to Reject Proposals and Negotiate Contract Terms**

The County reserves the right to reject any and all proposals and to negotiate the terms of the contract, including the award amount, with the selected proposer prior to entering into a contract. If contract negotiations cannot be concluded successfully with the highest scoring proposer, the County may negotiate a contract with the next highest scoring proposer.

2.5 **Award and Final Offers**

The award will be granted in one of two ways. The award may be granted to the highest scoring responsive and responsible proposer. Alternatively, the highest scoring proposer or proposers may be requested to submit final and best offers. If final and best offers are requested, they will be evaluated against the stated criteria, scored and ranked. The award will then be granted to the highest scoring proposer.

2.6 **Notification of Intent to Award**

As a courtesy, the County may send a notification of award memo to responding vendors at the time of the award.

3.0 PROJECT OVERVIEW AND SCOPE OF SERVICES

3.1 Definitions and Links

The following definitions and links are used throughout the RFP.

County: Dane County

County Agency: Department/Division utilizing the service or product.

Proposer/Vendor/Firm/Contractor: a company submitting a proposal in response to this RFP.

Consultant: proposer awarded the contract.

FHWA: Federal Highway Administration

WisDOT: Wisconsin Department of Transportation

Services: The engineering services, labor, equipment and materials furnished by the CONSULTANT in accordance with the contract

Dane County Purchasing website: www.danepurchasing.com

Fair Labor Practices websites: www.nlr.gov and <http://werc.wi.gov>

3.2 Specification Overview

The work under this agreement with a Wisconsin Department of Transportation approved professional engineering firm, and Dane County Department of Public Works, Highway and Transportation, shall consist of the inspection and re-inspection of bridges in various municipalities within Dane County.

These inspections must conform to and be in accordance with Wisconsin Statutes 84.17 and TRANS 212, Standards for the Inspection of the Bridges in the State of Wisconsin. The inspections shall be in conformance with the procedures set out in the Wisconsin Department of Transportation, State of Wisconsin Structure Inspection Manual at the time of inspection.

The County will provide a detailed list (Attachment C) of the bridges that are to be inspected and those requiring re-inspection at the time the RFP was written. The list will also indicate bridges requiring underwater dive or fracture critical inspections.

3.3 Scope of Services

- 1) Perform all required individual bridge inspection and re-inspections as per Attachment C for the 2020/2021 cycle. Reports of the 2020 & 2021 inspections shall be entered into the HSIS database per WisDOT requirements. Additional update information that cannot be entered into the database shall be submitted directly to the WisDOT bridge section.
- 2) The provider is responsible for reviewing past inspection reports and/or conducting site visits to determine necessary inspection methods and equipment required to conduct all bridge inspections. All equipment required for the inspection shall be provided by the consultant with the exception of the reach-all truck.

Dane County will coordinate with WisDOT for the use of WisDOT's reach-all truck to perform inspections. If COVID19 spacing requirements preclude the use of reach-all trucks inspection requirements will be adjusted in consultation with WisDOT.

- 3) A summary report stating the overall findings of the bridge inspections and recommended bridge maintenance work for each structure shall be submitted to the County no later than December 15, 2020 and 2021 respectively.

SECTION 3 – SCOPE OF SERVICES AND SPECIFICATIONS

- 4) A copy of individual bridge inspections and a summary report indicating recommended maintenance actions shall be submitted to each municipality either electronically or by mail no later than December 15, 2020 and 2021 respectively.
- 5) The cost of bridge inspection reports, inventory update reports, underwater inspections as required, bridge location data and summary reports shall be incidental to the costs of the individual bridge inspections and shall constitute no additional compensation.
- 6) Failure to have all inspection reports entered into HSIS within 30 days of their due date or failure to have summary reports submitted to the County and inspection and summary reports submitted to Municipalities by the dates specified above will result in a \$100 per day penalty being assessed against the Provider until all required reports are received.
- 7) The COUNTY reserves the right to disapprove any inspection reports for failure to meet bridge inspection requirements, provided that such disapproval is given to the Provider within thirty (30) days of date of delivery of the bridge inspection reports. Disapproval is deemed delivered as of the date of mailing, postage prepaid, addressed to the Provider at the address set forth in this document. The Consultant has thirty (30) days to address the report deficiencies and resubmit to the County. Failure to address the report deficiency may result in a reduction of pay for the bridge inspection in question.

All reports and documents prepared under the Agreement become the property of the County, WisDOT and the Bridge Owner. The Consultant shall not disclose report information to any third party except by written order of the County. The County reserves the right to cancel this Agreement at any time upon ten (10) days notice, deemed delivered as of the date of mailing, postage prepaid, to the Provider at the address set forth in this document.

3.4 Information Provided

The County will provide a detailed list (Attachment C) of the bridges to be inspected including inspection type information.

3.5 Specifications

The objective of this contract is to provide bridge inspection services for the County and Local Municipalities within Dane County required to meet WisDOT, Federal and County requirements. The technical requirements that follow describe the basis of the inspection requirements.

- 1) The Provider shall conduct inspections and inspection activities as shown in Attachment C. The inspections shall meet the requirements of the current versions of the WisDOT Structures Inspection Manual, WisDOT Bridge Inspection Update Training and WisDOT Bridge Inspection Field Manual for each bridge.
- 2) Bridge inspections along with all supplemental information are to be completed and entered into the HSIS system by the inspection date deadline. Supplemental information includes but is not limited to the following: photographic documentation, underwater stream profiles and scour measurements as applicable.

SECTION 3 – SCOPE OF SERVICES AND SPECIFICATIONS

- 3) The inspectors shall be trained and certified for the type of inspection being performed. (i.e. Team leaders for fracture critical inspections must have successfully completed fracture critical training within the last 10 years.)
- 4) If the condition of an element has changed significantly, the Provider shall take field measurements and/or photographs to document the change. If the condition is critical or near critical, the Provider shall so advise the County and the municipality immediately so that necessary action can be promptly initiated.
- 5) Elements that are rated CS3 or CS4 require photo documentation.
- 6) Elements that are rated as a CS4 require one of the following actions to be taken.
 - a. Element not structural. Consultant to provide necessary documentation to meet CS4 reporting requirements. Documentation shall be incidental to the Bridge Inspection.
 - b. Element is structural but does not require structural analysis. Consultant to provide necessary documentation to meet CS4 reporting requirements. Documentation shall be incidental to the Bridge Inspection.
 - c. Element is structural and requires a structural analysis or load rating. Consultant to submit a proposal to complete this work using fee structure listed in the cost proposal. No work to proceed until contract amendment for the additional work is approved.
- 7) Several municipalities requested that they be notified 3 days prior to the anticipated inspection date. The successful proposer will be provided this list upon award.
- 8) At the time of the RFP, structures for which 2021 re-inspections are known to be required are noted in Attachment C. If a 2020 bridge inspection rating creates the need for a 2021 inspection the vendor shall notify the County and provide a cost for the contract amendment to complete a 2021 re-inspection.
- 9) The Consultant is responsible to determine the construction schedule for bridges noted for reconstruction and inspect the new bridge after work is complete. This routine inspection and all required reports will be paid as per the amount listed on the cost sheet.
- 10) Consultant is responsible to answer questions from WisDOT or the local municipality about the bridge inspection. This work is incidental to the cost of the inspection.
- 11) WisDOT and Federal Highways occasionally audit County and Local bridge inspections. The Consultant shall accompany the County on the audit inspection of bridges that they were responsible for inspecting. This will be considered extra work and will be paid at the appropriate rates from the Cost Proposal.

3.6 Deliverables

The following items are required.

- 1) Consultant shall enter all inspections into the HSIS system.
- 2) Consultant shall submit a summary report to Dane County outlining results of the inspections.

SECTION 3 – SCOPE OF SERVICES AND SPECIFICATIONS

- 3) Consultant shall submit individual bridge inspection reports and a summary report to each municipality.

3.7 **Invoices**

Each invoice is to include a detailed attachment of the bridges being billed including the following information on a sortable .xlsx file.

- Municipality
- Bridge #
- Bridge inspection cost
- Cost subtotal for each Municipality

SECTION 4 – PROPOSAL PREPARATION REQUIREMENTS

4.0 RFP RESPONSE PREPARATION REQUIREMENTS

Proposals shall be organized to comply with the section numbers and names as shown below. Each section heading should be clearly marked. Graphics may be included. The RFP sections which should be submitted/responded to are:

4.1 Proposal Cover Page

- i. If a proposal cover page is utilized, the RFP Number, RFP Title, RFP Deadline, and vendor name must be included.

4.2 [Attachment A – Vendor Information \(Section 6\)](#)

4.3 Table of Contents

- i. Provide a table of contents that, at a minimum, includes all of the sections as identified below. Listings of sub-sections and graphics/tables also may be included. Section
- ii. Dividers are encouraged.

4.4 Tab 1: Firm Description

- i. Provide a description of each firm including the services provided, unique skills and expertise offered, length of time in business, form of incorporation, and the location of the primary office that will work on the project.

4.5 Tab 2: Project Team and Roles

- i. Provide a project organization chart and overview of the roles, responsibilities and level of effort to be provided by the primary team members.

4.6 Tab 3: Relevant Firm Experience

- i. Provide a description of the work performed, budget, dates and a client contact for projects the respondent firms have completed that are relevant to the scope of services requested in the RFP. Complete and insert **Required Form – Attachment B – Questionnaire** in this tab.

4.7 Tab 4: Team Resumes

- i. Provide information relevant to each member's capabilities, experiences and education to complete the project as proposed.

4.8 Tab 5: Project Understanding and Approach

- i. Provide the Proposer's understanding of the project and expected outcomes and describe the approach to completing the scope of services as outlined in Section 3.3 of the RFP and the deliverables to be provided. **This should include how the Consultant intends to address the issues and objectives described in Section 3.5.** Respondents may offer an alternate set of tasks as they deem appropriate provided that the entire scope of work and deliverables as described in Section 3.3 and 3.5 are addressed. The tasks used to present the approach
- ii.

SECTION 4 – PROPOSAL PREPARATION REQUIREMENTS

should track with those used to describe the roles of project team members, the project schedule and cost proposal.

4.9 **Tab 6: Project Schedule**

- i. Provide a project schedule that indicates how the Proposer will meet the date requirements scheduled by HSIS.

5.0 COST PROPOSAL

5.1 General Instructions on Submitting Cost Proposals

The Cost Proposal section of this RFP is a separate document and can be found on the www.danepurchasing.com as part of the posting for this RFP. The Cost Proposal section shall be completed and submitted separately from the RFP Response document.

The proposal will be scored using a standard quantitative calculation where the most cost criteria points will be awarded to the proposal with the lowest cost.

5.2 Format for Submitting Cost Proposals

The Cost Proposal section that accompanies the RFP posting shall be used. Additional pages can be added to the Cost Proposal Section if necessary.

The Cost Proposal submission shall be in PDF format with the document name including the RFP #, Vendor Name, and Cost Proposal.
(ie: 120012 – ABC Company – Cost Proposal)

5.3 Fixed Price Period

All prices, costs, and conditions outlined in the proposal shall remain fixed for 180 days.

VENDOR INFORMATION

VENDOR NAME:		DANE COUNTY VENDOR #:	
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Vendor Information (address below will be used to confirm Local Vendor Preference)			
Address		City	
State & Zip		County	
Vendor Rep. Name		Title	
Email		Telephone	

Designation of Confidential and Proprietary Information (Reference 1.12)		
<input type="checkbox"/>	No information designated as confidential and proprietary.	
Section #	Page(s) #	Topic

Cooperative Purchasing (Reference 1.13)	
<input type="checkbox"/>	I <u>agree</u> to furnish the commodities or services of this bid to other municipalities.
<input type="checkbox"/>	I <u>do not agree</u> to furnish the commodities or services of this bid to other municipalities.

Local Vendor Purchasing Preference (Reference 1.15)						
Are you claiming a local purchasing preference under DCO 25.08(7)?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Dane	<input type="checkbox"/> Columbia	<input type="checkbox"/> Sauk	<input type="checkbox"/> Rock
				<input type="checkbox"/> Green	<input type="checkbox"/> Dodge	<input type="checkbox"/> Iowa
				<input type="checkbox"/> Jefferson		

Fair Labor Practice Certification (check only 1) (Reference 1.17)	
<input type="checkbox"/>	Vendor has not been found by the National Labor Relations Board (“NLRB”) or the Wisconsin Employment Relations Commission (“WERC”) to have violated any statute or regulation regarding labor standards or relations in the seven years prior to the date this bid submission is signed.
<input type="checkbox"/>	Vendor has been found by the National Labor Relations Board (“NLRB”) or the Wisconsin Employment Relations Commission (“WERC”) to have violated any statute or regulation regarding labor standards or relations in the seven years prior to the date this bid submission is signed.

Addendums – this vendor hereby acknowledges receipt/review of the following addendums, if any.									
Addendum #1	<input type="checkbox"/>	Addendum #2	<input type="checkbox"/>	Addendum #3	<input type="checkbox"/>	Addendum #4	<input type="checkbox"/>	None	<input type="checkbox"/>

Signature Affidavit			
<p>In signing this proposal, we certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a proposal; that this proposal has been independently arrived at without collusion with any other proposer, competitor or potential competitor; that this proposal has not been knowingly disclosed prior to the opening of proposal to any other proposer or competitor; that the above statement is accurate under penalty of perjury.</p> <p>The undersigned agrees to hold the County harmless for any damages arising out of the release of any material unless they are specifically identified on Attachment B. The undersigned, submitting this proposal, hereby agrees with all the terms, conditions, and specifications required by the County in this Request for Proposals, and declares that the attached proposal and pricing are in conformity therewith.</p>			
Signature		Date	
Name (Printed)		Title	

BRIDGE INSPECTIONS AND RE-INSPECTIONS QUESTIONNAIRE

#	Question	Answer	
1	Is the firm a registered vendor for the Wisconsin Department of Transportation?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
2	Total number of qualified bridge inspectors on your staff:	Professional Engineers	Technicians
3	Approximate number of structures previously inspected under the State bridge inspection program by the person(s) assigned to this contract:		Structures
4	Approximate number of structure capacity ratings previously made under the State bridge inspection program:		Structures
5	Total length of time required for completion of this agreement is estimated to be:		Days
6	List personnel that will be assigned to work on this project by name, classification (i.e. engineer, tech, other), years experience in the bridge design and inspection field and check all bridge training courses they have attended. Provide resumes describing their educational and work experiences.		

Name	Classification	Year of Bridge Inspection Experience	FHWA Bridge Course	WisDOT Pontis Element Course	Inspection of Fracture Critical Course
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COST PROPOSAL	
VENDOR NAME:	

Pricing shall be inclusive of all labor, delivery costs and other expenses necessary to provide product in accordance with the specifications and terms and conditions of this bid document and your proposal.

Provide an hourly rate for key personnel. This will only be used if additional services are required.

Job Title	Hourly Rate (\$)
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

Bridge Inspection Pricing List

Using the specific bridge lines items on the following pages, please provide a cost for each bridge and a total lump sum for the entire project encompassing all inspections. The cost of the listed bridges is considered all-inclusive to work under this contract. All other work described in this bid document shall be incidental to the inspections unless otherwise specified.

ATTACHMENT C - COST PROPOSAL

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VENDOR NAME _____

Structure Number	Road Name	Bridge Location	Length (ft)	Structure Type	2020 INSPECTION YEAR						Cost	2021 INSPECTION YEAR						Cost
					R	D	P	F	SC	SI		R	D	P	F	SC	SI	
P130155	FEMRITE RD	0.2M W JCT USH 51	26	PIPE CULVERT	X					X	_____							N/A
P130725	BRIDGE RD	0.3M N JCT USH 12	135	HAUNCHED SLAB	X					X	_____							N/A
CITY OF STOUGHTON (6 structures)																		
B130031	FORTON ST	0.2M N JCT USH 51	84	DECK GIRDER	X					X	_____							N/A
B130374	4TH ST	0.2M S JCT USH 51	22	BOX CULVERT	X					X	_____							N/A
B130375	4TH ST	0.2M S JCT USH 51	40	BOX CULVERT	X					X	_____							N/A
B130512	USH 51	1.1M N JCT CTH N	88	DECK GIRDER	X					X	_____							N/A
B130838	JEFFERSON ST	0.1M S JCT USH 51 @ YAHARA RIVER	40	DECK GIRDER	X		X			X	_____							N/A
B130839	COOPERS CAUSEWAY	0.4M N JCT USH 51 @ YAHARA RIVER	56	DECK GIRDER	X		X			X	_____							N/A
CITY OF VERONA (9 structures)																		
B130053	W VERONA AVE	1.7 M E OF CTH G	24	BOX CULVERT	X					X	_____							N/A
B130427	EDWARD STREET	0.3M W JCT CTH M	31	BOX CULVERT	X					X	_____							N/A
B130476	S MAIN STREET	0.6M S JCT STH 69	34	BOX CULVERT	X					X	_____							N/A
B130506	BRUCE STREET	CITY OF VERONA	42	FLAT SLAB	X		X			X	_____							N/A
B130547	HALF MILE RD	0.2M S JCT OLD 151	23	FLAT SLAB	X		X		X	X	_____							N/A
B130625	NORTHERN LIGHTS ROAD	0.1 M W JCT NINE MOUND RD	50	BOX CULVERT	X					X	_____							N/A
B130674	OLD CTH PB	0.4M S JCT VERONA AVE	20	PRECAST CULVERT	X						_____							N/A
B130683	OLD CTH PB	0.2M S JCT USH 18	41	FLAT SLAB	X						_____							N/A
B130699	MEISTER RD	0.9M N JCT USH 18	25	PRECAST CULVERT	X					X	_____							N/A
COUNTY OF DANE (11 structures)																		
B130034	CTH B	0.2M W JCT CTH N	158	DECK GIRDER-PS WIDE	X	X				X	_____							N/A
B130039	CTH G	1.6M S JCT STH 92	73	HAUNCHED SLAB	X	X				X	_____							N/A
B130054	M CENTURY AVE	0.3M E JCT CTH Q	37	DECK GIRDER	X	X				X	_____							N/A
B130484	MM RIMROCK RD	0.8M S JCT USH 14	26	BOX CULVERT	X	X				X	_____							N/A
B130589	CTH Y	3.3M N JCT USH 14	26	DECK GIRDER	X	X	X			X	_____	X	X					N/A
B130601	CTH M	0.6M S JCT CTH K	21	BOX CULVERT	X	X				X	_____							N/A
B130613	CTH N	2.5M S JCT CTH A	130	HAUNCHED SLAB	X	X				X	_____							N/A

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Structure Number	Road Name	Bridge Location	Length (ft)	Structure Type	2020 INSPECTION YEAR						Cost	2021 INSPECTION YEAR						Cost
					R	D	P	F	SC	SI		R	D	P	F	SC	SI	
CITY OF FITCHBURG (5 structures)																		
B130287	HAIGHT FARM RD	0.4M W JCT CTH MM	27	BOX CULVERT	X					X	_____						N/A	
B130619	CAPITAL CITY TRAIL	AT JCT CTH D	208	GIRDER	X					X	_____						N/A	
B130659	LACY RD	0.1M W OF USH 14	80	DECK GIRDER-PS WIDE	X					X	_____						N/A	
B130676	HAIGHT FARM RD	AT SWAN CREEK	28	OTHER CULVERT	X						_____						N/A	
P130188	SYENE RD	0.9M S JCT USH 14	30	PIPE CULVERT	X					X	_____						N/A	
CITY OF MIDDLETON (15 structures)																		
B130514	MARKET STREET	0.2M W JCT DEMING	61	DECK GIRDER	X					X	_____						N/A	
B130534	BIKE PATH	SECTION 11	104	DECK GIRDER	X					X	_____						N/A	
B130546	GREENWAY BLVD	0.3M W JCT DEMING	22	BOX CULVERT	X					X	_____						N/A	
B130563	AIRPORT ROAD EB	1.3M W JCT USH 12	83	FLAT SLAB	X					X	_____						N/A	
B130564	AIRPORT ROAD WB	1.3M W. JCT USH 12	83	FLAT SLAB	X		X			X	_____						N/A	
B130580	DEMING WAY	PHEASANT BR	110	DECK GIRDER	X					X	_____						N/A	
B130602	PARMENTER STREET NB LANE	0.4M S. JCT CTH M	70	DECK GIRDER	X					X	_____						N/A	
B130603	PARMENTER ST SB LANES	0.4M S JCT CTH M	70	DECK GIRDER	X					X	_____						N/A	
B130627	W CONSERVANCY-PED	0.4M N JCT CENTURY AVE	100	DECK GIRDER	X					X	_____						N/A	
B130631	U.W. HEALTH CT.	0.1M W OF DEMING WAY	37	BOX CULVERT	X					X	_____						N/A	
B130644	PEDESTRIAN	LAKEVIEW PARK	36	DECK GIRDER	X					X	_____						N/A	
B130856	S FORK PHEASANT BRANCH CREEK	PED BRIDGE @ GREENWAY CENTER	63	DECK GIRDER	X		X			X	_____						N/A	
B130858	S FORK PHEASANT BRANCH CREEK	PED BRIDGE S FORK / GREENWAY CTR TR	62	DECK GIRDER	X		X		X	X	_____						N/A	
C132004	PLEASANT VIEW RD	0.5M S JCT AIRPORT	14	BOX CULVERT	X					X	_____						N/A	
P130775	PARK ST	0.4M S JCT CTH M	33	PIPE CULVERT	X					X	_____						N/A	
CITY OF MONONA (6 structures)																		
B130074	TECUMSEH AVE	1.6M N JCT USH 12	24	FLAT SLAB	X					X	_____						N/A	
B130084	TECUMSEH AVE	1.7M N JCT USH 12	37	FLAT SLAB	X					X	_____						N/A	
B130120	WINNEQUAH RD (DEAD END)	0.5M N JCT USH 12	58	DECK GIRDER	X					X	_____	X					N/A	
B130495	COPPS AVE	0.1M N JCT FEMRITE DR	36	PRECAST CULVERT	X					X	_____						N/A	

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Structure Number	Road Name	Bridge Location	Length (ft)	Structure Type	2020 INSPECTION YEAR						Cost	2021 INSPECTION YEAR						Cost
					R	D	P	F	SC	SI		R	D	P	F	SC	SI	
B130681	CTH N	5.8M W JCT CTH X	113	DECK GIRDER	X	X				X	_____							N/A
B130684	CTH AB	2.3M S JCT CTH MN	123	DECK GIRDER							N/A	X	X					_____
B130952	CTH MS (UNIV AVE)	1.5M E JCT CTH Q	578	DECK GIRDER	X			X		X	_____							N/A
P130903	CTH B	3.5M W JCT USH 51	98	BOX CULVERT	X	X				X	_____							N/A
TOWN OF ALBION (7 structures)																		
B130045	AARBACK RD	1.9M E JCT STH 73	65	DECK GIRDER	X					X	_____	X						_____
B130236	EDGERTON RD	0.9M S JCT STH 106	36	FLAT SLAB	X					X	_____							N/A
B130279	BLIVEN RD	0.2M S JCT STH 106	34	FLAT SLAB	X					X	_____							N/A
B130441	EDGERTON ROAD	0.1M E JCT ALBION RD	43	FLAT SLAB	X					X	_____							N/A
B130446	ALBION RD	0.1M S JCT EDGERTON RD	40	FLAT SLAB	X					X	_____							N/A
B130581	WILLOW DR	0.7M W JCT CTH A	36	FLAT SLAB	X					X	_____							N/A
B130582	LEIN DR	1.6M E JCT STH 73	30	FLAT SLAB	X					X	_____							N/A
TOWN OF BERRY (2 structures)																		
B130041	SOUTH VALLEY RD	0.1M S JCT USH 14	42	BOX CULVERT	X					X	_____							N/A
B130575	SPRING VALLEY RD	0.4M W JCT CTH KP	36	FLAT SLAB	X					X	_____							N/A
TOWN OF BLACK EARTH (3 structures)																		
B130340	OLSON RD	0.1M E JCT CTH KP	60	FLAT SLAB	X					X	_____							N/A
P130131	REEVE RD	3.7M W JCT CTH F	32	DECK GIRDER	X					X	_____	X						_____
P130132	SUTCLIFFE RD	3.0M W JCT CTH F	31	DECK GIRDER	X					X	_____							N/A
TOWN OF BLUE MOUNDS (3 structures)																		
B130349	W BLUE MOUNDS RD	0.8M E JCT CTH Z	25	FLAT SLAB	X					X	_____							N/A
B130419	BARBER RD	0.1M N JCT CTH Z	33	FLAT SLAB	X					X	_____							N/A
B130447	ROWLEY RD (DEAD END)	0.1M E JCT CTH Z	41	FLAT SLAB	X					X	_____							N/A
TOWN OF BRISTOL (6 structures)																		
B130353	GREENWAY RD	1.6M E JCT USH 151	66	DECK GIRDER	X					X	_____							N/A
B130392	TWIN LANE ROAD	1.0M S JCT USH 151	48	DECK GIRDER	X					X	_____							N/A

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Structure Number	Road Name	Bridge Location	Length (ft)	Structure Type	2020 INSPECTION YEAR						Cost	2021 INSPECTION YEAR						Cost
					R	D	P	F	SC	SI		R	D	P	F	SC	SI	
B130445	VINBURN RD	2.3M E JCT CTH N	38	FLAT SLAB	X					X	_____							N/A
B130621	MULLER RD	TOWN OF BRISTOL, DANE COUNTY	34	FLAT SLAB	X					X	_____							N/A
B130662	RUSSET RD	0.4 MI N JCT MUELLER RD	34	FLAT SLAB	X					X	_____							N/A
B130672	ELDER LANE NB & SB	0.6M W JCT USH 151	50	FLAT SLAB	X					X	_____							N/A
TOWN OF BURKE (1 structures)																		
B130096	DAENTL RD (DEAD END)	0.6M W JCT USH 51	46	DECK GIRDER	X					X	_____							N/A
TOWN OF CHRISTIANA (1 structures)																		
B130357	HOOPEN RD	2.5M E JCT STH 73	69	DECK GIRDER	X					X	_____							N/A
TOWN OF COTTAGE GROVE (7 structures)																		
B130277	N JARGO RD	1.1M S JCT CTH BB	79	DECK GIRDER	X					X	_____							N/A
B130354	RIDGE RD	1.0M S JCT CTH BB	42	FLAT SLAB	X					X	_____							N/A
B130496	VILAS RD	0.2M N JCT USH 12	32	FLAT SLAB	X					X	_____							N/A
P130150	W RIDGE RD	1.1M W JCT CTH BB	34	DECK GIRDER	X					X	_____							N/A
P130151	UPHOFF RD	0.9M S JCT CTH BB	34	DECK GIRDER	X					X	_____	X						N/A
P130153	BAXTER RD	1.1M N JCT CTH BB	30	PIPE CULVERT	X					X	_____							N/A
P130939	FEMRITE DR	0.8M N JCT USH 12	27	DECK GIRDER	X		X			X	_____	X						N/A
TOWN OF CROSS PLAINS (2 structures)																		
B130231	SCHERBEL RD	0.4M S JCT USH 14	42	DECK GIRDER	X		X			X	_____							N/A
B130638	VALLEY SPRING ROAD	0.7M S OF CTH J	30	FLAT SLAB	X					X	_____							N/A
TOWN OF DANE (2 structures)																		
B130443	LEE RD	1.5M W JCT STH 113	42	FLAT SLAB	X					X	_____							N/A
B130444	LEE RD	0.1M E JCT CTH Y	32	DECK GIRDER	X					X	_____							N/A
TOWN OF DEERFIELD (2 structures)																		
B130032	OAK PARK RD	1.4M S JCT CTH BB	62	DECK GIRDER	X		X			X	_____							N/A
B130481	LONDON RD	1.1M E JCT STH 73	38	FLAT SLAB	X					X	_____							N/A

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Structure Number	Road Name	Bridge Location	Length (ft)	Structure Type	2020 INSPECTION YEAR							2021 INSPECTION YEAR						
					R	D	P	F	SC	SI	Cost	R	D	P	F	SC	SI	Cost
TOWN OF DUNKIRK (1 structures)																		
B130508	HAMMOND RD	2.1M E JCT CTH N	24	BOX CULVERT	X					X	_____							N/A
TOWN OF DUNN (4 structures)																		
B130352	EXCHANGE ST	0.3M S JCT USH 51	136	HAUNCHED SLAB	X		X			X	_____							N/A
P130190	E DYRESON RD	0.6M W JCT CTH AB	127	OVERHEAD TRUSS	X		X	X		X	_____	X				X		N/A
P130904	SCHNEIDER RD	1.1M E JCT CTH MM	23	BOX CULVERT	X					X	_____							N/A
P130905	TOWN LINE RD	1.6M W JCT CTH MM	27	BOX CULVERT	X					X	_____							N/A
TOWN OF MADISON (1 structures)																		
B130571	EAST BADGER ROAD	0.5M W JCT RIMROCK RD	100	DECK GIRDER	X					X	_____							N/A
TOWN OF MAZOMANIE (4 structures)																		
B130255	HUDSON RD	0.3M E JCT CTH Y	85	FLAT SLAB	X					X	_____							N/A
B130584	W HUDSON RD	0.7M N JCT USH 14	132	HAUNCHED SLAB	X					X	_____							N/A
CULVERT	BEUTHIN RD	.25M S JCT STH 19	16		X						_____							N/A
P130926	WILKENSON RD	1.8M E JCT STH 78	23	FLAT SLAB	X		X		X	X	_____							N/A
TOWN OF MEDINA (2 structures)																		
B130348	CANAL RD	1.5M W JCT STH 73	61	DECK GIRDER	X					X	_____							N/A
B130373	CHERRY LANE	1.3M N JCT STH 19	49	FLAT SLAB	X					X	_____							N/A
TOWN OF MIDDLETON (2 structures)																		
B130256	CAPITOL VIEW RD	0.2M N JCT AIRPORT RD	28	FLAT SLAB	X		X			X	_____	X						N/A
B130560	LOW RD (DEAD END)	0.25M W JCT TWIN VALLEY RD	26	PIPE CULVERT	X					X	_____							N/A
TOWN OF MONTROSE (7 structures)																		
B130127	SUN VALLEY PARKWAY	0.9M E JCT CTH PB	117	DECK GIRDER	X					X	_____							N/A
B130367	FRENCHTOWN ROAD	0.5M W JCT STH 69	73	FLAT SLAB	X					X	_____							N/A
B130372	RANGE TRAIL ROAD	0.4M N JCT CTH PB	74	HAUNCHED SLAB	X					X	_____							N/A
B130381	WALTER RD	0.3M W JCT CTH PB	30	FLAT SLAB	X					X	_____							N/A

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					R	D	P	F	SC	SI	Cost	R	D	P	F	SC	SI	Cost
B130399	FRITZ RD	0.5M S JCT CTH A	74	FLAT SLAB	X					X	_____							N/A
B130437	FRENCH TOWN RD	0.9M W JCT STH 69	30	FLAT SLAB	X					X	_____							N/A
B130675	FRITZ RD	0.4M N JCT CTH A	41	FLAT SLAB	X					X	_____							N/A
TOWN OF OREGON (1 structures)																		
P130209	BELL BROOK RD	1.5M E JCT CTH D	23	FLAT SLAB	X		X		X	X	_____	X						_____
TOWN OF PERRY (2 structures)																		
B130489	KITTLESON RD	0.2M E JCT CTH H	39	FLAT SLAB	X					X	_____							N/A
P130943	LEE VALLEY RD	2.3M E JCT STH 78	26	FLAT SLAB	X					X	_____							N/A
TOWN OF PLEASANT SPRINGS (3 structures)																		
B130136	WILLIAMS DR	2.1M N JCT CTH B	56	DECK GIRDER	X					X	_____							N/A
B130259	WILLIAMS POINT DRIVE	2.0M W JCT CTH N	91	FLAT SLAB	X					X	_____							N/A
P130915	SPRING RD	0.7M S JCT CTH B	27	FLAT SLAB	X		X		X	X	_____	X						_____
TOWN OF PRIMROSE (1 structures)																		
B130401	PRIMROSE CENTER RD	0.9M N JCT CTH A	40	FLAT SLAB	X					X	_____							N/A
TOWN OF ROXBURY (1 structures)																		
B130860	INAMA ROAD	0.2M N JCT CTH Y	32	BOX CULVERT							N/A	X						_____
TOWN OF RUTLAND (4 structures)																		
B130253	OLD STAGE RD	0.7M W JCT STH 138	62	DECK GIRDER	X					X	_____							N/A
B130362	OLD STONE RD	2.8M W JCT STH 138	64	DECK GIRDER	X					X	_____							N/A
B130679	LAKE KEGONSA RD	0.2M S JCT CTH A	31	DECK GIRDER	X					X	_____	X						_____
P130910	SUNRISE RD	0.7M N JCT STH 138	29	BOX CULVERT	X					X	_____							N/A
TOWN OF SPRINGDALE (2 structures)																		
B130567	SPRING ROSE RD	AT BR. SUGAR RIVER	30	FLAT SLAB	X					X	_____							N/A
B130568	PAULSON RD	0.7M E JCT OF CTH J	46	FLAT SLAB	X					X	_____							N/A

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					R	D	P	F	SC	SI	Cost	R	D	P	F	SC	SI	Cost
TOWN OF SPRINGFIELD (1 structures)																		
P130929	HYER RD	0.5M E JCT CTH P	27	BOX CULVERT	X					X	_____							N/A
TOWN OF VERMONT (3 structures)																		
B130402	BLUE MOUNDS TRAIL RD	0.1M E JCT CTH F	30	FLAT SLAB	X					X	_____							N/A
B130587	BOHN ROAD	0.1M W. JCT CTH JG	31	FLAT SLAB	X					X	_____							N/A
B130854	VERMONT CHURCH ROAD	AT VERMONT CREEK	21	BOX CULVERT	X					X	_____							N/A
TOWN OF VERONA (4 structures)																		
B130335	RIVERSIDE ROAD	0.5M W JCT STH 69	88	DECK GIRDER	X					X	_____							N/A
B130346	VALLEY RD	1.0M W JCT STH 69	74	HAUNCHED SLAB	X		X			X	_____	X						N/A
B130363	WHITE CROSSING ROAD	0.4M S JCT CTH PD	42	FLAT SLAB	X					X	_____							N/A
B130617	SHADY OAK LANE	1.2M N JCT CTH PD	31	FLAT SLAB	X		X			X	_____							N/A
TOWN OF WESTPORT (4 structures)																		
B130347	WESTPORT RD	0.2M S JCT CTH M	70	FLAT SLAB	X					X	_____							N/A
B130361	MILL RD	1.8M E JCT CTH M	64	DECK GIRDER	X		X			X	_____							N/A
B130430	NORTH SHORE BAY DR (DEAD END)	0.4M E JCT CTH M	40	FLAT SLAB	X					X	_____							N/A
P130137	WOODLAND RD	0.8M N JCT CTH M	32	PIPE CULVERT	X					X	_____							N/A
UW OF MADISON (8 structures)																		
B130610	OBSERVATORY DR	OVER WILLOW CREEK	35	DECK GIRDER	X					X	_____							N/A
B130804	PED PATH	PED BRIDGE WEST OF NATATORIUM	46	DECK GIRDER	X					X	_____							N/A
B130805	OBSERVATORY DR	PED BRIDGE @ WILLOW CR SOUTH	52	DECK GIRDER	X					X	_____							N/A
B130806	OBSERVATORY DR	PED BRIDGE @ WILLOW CR NORTH	44	PRECAST	X					X	_____							N/A
B130808	PED PATH	ALLEN GARDENS	26	WOOD	X					X	_____							N/A
B130840	CAMPUS DR BIKE PATH	OVER WALNUT STREET	90	DECK GIRDER	X					X	_____							N/A
P130761	N PARK ST	PED BRIDGE @ BASCOM HILL	190	DECK GIRDER	X					X	_____							N/A
P130773	WILLOW DR	LAKESHORE PATH / WILLOW CR	32	DECK GIRDER	X					X	_____							N/A

ATTACHMENT C - COST PROPOSAL

INSPECTION TYPE KEY:

R = Routine **F = Fracture Critical**
D = UW Dive **SC = Scour action Plan**
P = UW Profile **SI = SIA Review**

VENDOR NAME _____

Structure Number	Road Name	Bridge Location	Length (ft)	Structure Type	2020 INSPECTION YEAR							2021 INSPECTION YEAR						
					R	D	P	F	SC	SI	Cost	R	D	P	F	SC	SI	Cost
VILLAGE OF BELLEVILLE (1 structures)																		
B130342	REMY RD	0.2M N JCT STH 92	85	DECK GIRDER	X					X	_____							N/A
VILLAGE OF BLACK EARTH (1 structures)																		
B130355	PARK ST	0.4M E JCT STH 78	42	FLAT SLAB	X					X	_____							N/A
VILLAGE OF CROSS PLAINS (1 structures)																		
B130646	CTH P	.1MI S JCT USH 14	67	FLAT SLAB	X					X	_____							N/A
VILLAGE OF DE FOREST (4 structures)																		
B130364	RIVER RD	1.6M S JCT CTH V	42	FLAT SLAB	X					X	_____							N/A
B130562	RIVER RD	1.0M S JCT CTH V	44	FLAT SLAB	X					X	_____							N/A
B130566	SOUTH STREET	0.6 M W JCT CTH CV	43	FLAT SLAB	X					X	_____							N/A
B130611	CTH CV MAIN ST	.2M S JCT CTH V	41	FLAT SLAB	X					X	_____							N/A
VILLAGE OF MARSHALL (1 structures)																		
B130483	WATERLOO RD	0.7M E JCT STH 73	61	FLAT SLAB	X					X	_____							N/A
VILLAGE OF MAZOMANIE (2 structures)																		
B130350	BRIDGE ST	0.3M N JCT CTH Y	75	HAUNCHED SLAB	X		X			X	_____							N/A
B130454	VOSS RD (DEAD END)	0.1M S. JCT HUDSON RD	29	FLAT SLAB	X		X			X	_____							N/A
VILLAGE OF MCFARLAND (4 structures)																		
B130470	TERMINAL DR	0.3M N JCT USH 51	232	DECK GIRDER	X					X	_____							N/A
CULVERT1	TERMINAL DR	0.8M S JCT USH 51	15	FLAT SLAB	X					X	_____							N/A
CULVERT2	LAKE EDGE	0.1M E JCT SOUTH CT	15	PIPE CULVERT	X					X	_____							N/A
CULVERT3	BURMA RD	0.1M W JCT USH 51	15	PIPE CULVERT	X					X	_____							N/A
VILLAGE OF MOUNT HOREB (1 structures)																		
B130493	6TH STREET	0.1M N JCT GARFIELD ST	63	FLAT SLAB	X					X	_____							N/A

ATTACHMENT C - COST PROPOSAL

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VENDOR NAME _____

Structure Number	Road Name	Bridge Location	Length (ft)	Structure Type	2020 INSPECTION YEAR						2021 INSPECTION YEAR							
					R	D	P	F	SC	SI	Cost	R	D	P	F	SC	SI	Cost
VILLAGE OF ROCKDALE (1 structures)																		
B130620	PEDESTRIAN PATH	AT KOSHKONONG CREEK	100	LOW TRUSS	X					X	_____						N/A	
VILLAGE OF SHOREWOOD HILLS (1 structures)																		
P130715	LAKE MENDOTA DR	0.8M N JCT CTH MS	85	DECK GIRDER	X					X	_____	X					_____	
VILLAGE OF WAUNAKEE (4 structures)																		
B130343	S DIVISION ST	0.5M S JCT STH 19	39	DECK GIRDER	X					X	_____						N/A	
B130471	MADISON ST	0.2M N JCT STH 19	36	FLAT SLAB	X					X	_____						N/A	
B130535	STH 113 BIKE PATH	0.2M N JCT STH 19	39	OTHER TRUSS	X					X	_____						N/A	
B130633	MADISON STREET	200 FT W. OF DIVISION ST.	46	FLAT SLAB	X					X	_____						N/A	
VILLAGE OF WINDSOR (4 structures)																		
B130234	WINDSOR RD	0.5M W JCT CTH CV	38	DECK GIRDER	X					X	_____	X					_____	
B130261	PORTAGE RD	0.1M N JCT STH 19	38	FLAT SLAB	X		X			X	_____						N/A	
B130282	YAHARA RD	1.3M S JCT CTH DM	38	FLAT SLAB	X					X	_____						N/A	
B130559	SMITH RD	0.8M S. JCT CTH DM	157	DECK GIRDER	X					X	_____						N/A	
TOTAL INSPECTION COST											YEAR 2020							YEAR 2021
											=====							=====

THERE ARE SEVERAL STRUCTURES THAT ARE NOT CLASSIFIED AS BRIDGES OR DO NOT NEED TO BE INPUT INTO THE HGIS SYSTEM UNDER FEDERAL REQUIREMENTS. THE STRUCTURES ARE TO BE INSPECTED TO THE SAME STANDARDS AS OTHER FEDERAL BRIDGES AND A TYPED AND SIGNED REPORT IS TO BE SENT TO DANE COUNTY AS WELL AS THE MUNICIPAL MAINTAINING AUTHORITY.

STANDARD TERMS AND CONDITIONS

Request for Bids/Proposals/Contracts

Rev. 11/2019

1.0 **APPLICABILITY:** The terms and conditions set forth in this document apply to Requests for Proposals (RFP), Bids and all other transactions whereby the County of Dane acquires goods or services, or both.

1.1 **ENTIRE AGREEMENT:** These Standard Terms and Conditions shall apply to any contract, including any purchase order, awarded as a result of this request. Special requirements of a resulting contract may also apply. Said written contract with referenced parts and attachments shall constitute the entire agreement, and no other terms and conditions in any document, acceptance, or acknowledgment shall be effective or binding unless expressly agreed to in writing by the County. Unless otherwise stated in the agreement, these standard terms conditions supersede any other terms and/or conditions applicable to this agreement.

1.2 **DEFINITIONS:** As used herein, “vendor” includes a provider of goods or services, or both, who is responding to an RFP or a bid, and “bid” includes a response to either an RFP or a bid.

2.0 **SPECIFICATIONS:** The specifications herein are the minimum acceptable. When specific manufacturer and model numbers are used, they are to establish a design, type of construction, quality, functional capability or performance level, or any combination thereof, desired. When alternates are proposed, they must be identified by manufacturer, stock number, and such other information necessary to establish equivalency. Dane County shall be the sole judge of equivalency. Vendors are cautioned to avoid proposing alternates to the specifications that may result in rejection of their bid.

3.0 **DEVIATIONS AND EXCEPTIONS:** Deviations and exceptions from terms, conditions, or specifications shall be described fully in writing, signed, and attached to the bid. In the absence of such statement, the bid shall be accepted as in strict compliance with all terms, conditions, and specifications and vendor shall be held liable for injury resulting from any deviation.

4.0 **QUALITY:** Unless otherwise indicated in the request, all material shall be first quality. No pre-owned, obsolete, discontinued or defective materials may be used.

5.0 **QUANTITIES:** The quantities shown herein are based on estimated needs. The County reserves the right to increase or decrease quantities to meet actual needs.

6.0 **DELIVERY:** Deliveries shall be FOB destination freight prepaid and included unless otherwise specified. County will reject shipments sent C.O.D. or freight collect.

7.0 **PRICING:** Unit prices shown on the bid shall be the price per unit of sale as stated on the request or contract. For any given item, the quantity multiplied by the unit price shall

establish the extended price, the unit price shall govern in the bid evaluation and contract administration.

7.1 Prices established in continuing agreements and term contracts may be lowered due to market conditions, but prices shall not be subject to increase for the term specified in the award. Vendor shall submit proposed increases to the Purchasing Division thirty (30) calendar days before the proposed effective date of the price increase. Proposed increases shall be limited to fully documented cost increases to the vendor that are demonstrated to be industry wide. Price increases may not be granted unless they are expressed in bid documents and contracts or agreements.

7.2 Submission of a bid constitutes bidder’s certification that no financial or personal relationship exists between the bidder and any county official or employee except as specially set forth in writing attached to and made a part of the bid. The successful bidder shall disclose any such relationship which develops during the term of the contract.

8.0 **ACCEPTANCE-REJECTION:** Dane County reserves the right to accept or reject any or all bids, to waive any technicality in any bid submitted and to accept any part of a bid as deemed to be in the best interests of the County. Submission of a proposal or a bid constitutes the making of an offer to contract and gives the County an option valid for 60 days after the date of submission to the County.

8.1 Bids **MUST** be received in the electronic mailbox of the Dane County Purchasing Division on or before the date and time that the bid is specified as being due.

9.0 **METHOD OF AWARD:** Award shall be made to the lowest responsible responsive bidder conforming to specifications, terms, and conditions, or to the most advantageous bid submitted to the County on a quality versus price basis.

10.0 **ORDERING/ACCEPTANCE:** Written notice of award to a vendor in the form of a purchase order or other document, mailed or delivered to the address shown on the bid will be considered sufficient notice of acceptance of bid. A formal contract containing all provisions of the contract signed by both parties shall be used when required by the Dane County Purchasing Division.

11.0 **PAYMENT TERMS AND INVOICING:** Unless otherwise agreed, Dane County will pay properly submitted vendor invoices within thirty (30) days of receipt of goods and services. Payment will not be made until goods or services are delivered, installed (if required), and accepted as specified. Invoices presented for payment must be submitted in accordance with instructions contained on the purchase order.

11.1 **NO WAIVER OF DEFAULT:** In no event shall the making of any payment or acceptance of any service or product required by this Agreement constitute or be construed as a

SECTION 7 – STANDARD TERMS AND CONDITIONS

waiver by County of any breach of the covenants of the Agreement or a waiver of any default of the successful vendor, and the making of any such payment or acceptance of any such service or product by County while any such default or breach shall exist shall in no way impair or prejudice the right of County with respect to recovery of damages or other remedy as a result of such breach or default.

12.0 TAXES: The County and its departments are exempt from payment of all federal tax and Wisconsin state and local taxes on its purchases except Wisconsin excise taxes as described below. The State of Wisconsin Department of Revenue has issued tax exempt number ES41279 to Dane County.

12.1 The County is required to pay the Wisconsin excise or occupation tax on its purchase of beer, liquor, wine, cigarettes, tobacco products, motor vehicle fuel and general aviation fuel. The County is exempt from Wisconsin sales or use tax on these purchases. The County may be subject to other states' taxes on its purchases in that state depending on the laws of that state. Vendors performing construction activities are required to pay state use tax on the cost of materials.

13.0 GUARANTEED DELIVERY: Failure of the vendor to adhere to delivery schedules as specified or to promptly replace rejected materials shall render the vendor liable for all costs in excess of the contract price when alternate procurement is necessary. Excess costs shall include administrative costs.

14.0 APPLICABLE LAW AND VENUE: This contract shall be governed under the laws of the State of Wisconsin, and venue for any legal action between the parties shall be in Dane County Circuit Court. The vendor shall at all times comply with and observe all federal and state laws, local laws, ordinances, and regulations which are in effect during the period of this contract and which in any manner affect the work or its conduct.

15.0 ASSIGNMENT: No right or duty in whole or in part of the vendor under this contract may be assigned or delegated without the prior written consent of Dane County.

16.0 NONDISCRIMINATION/AFFIRMATIVE ACTION: During the term of this Agreement the vendor agrees, in accordance with sec. 111.321, Wis. Stats., and Chapter 19 of the Dane County Code of Ordinances, not to discriminate against any person, whether an applicant or recipient of services, an employee or applicant for employment, on the basis of age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin, cultural differences, ancestry, physical appearance, arrest record or conviction record, military participation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States, or political beliefs. The vendor shall provide a harassment-free work environment. These provisions shall include, but not be limited to, the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, including apprenticeships, rates of pay or other forms of compensation.

16.1 Vendors who have twenty (20) or more employees and a contract of twenty thousand dollars (\$20,000) or more must submit a written affirmative action plan to the County's Contract Compliance Officer within fifteen (15) working days of the effective date of the contract. The County may elect to accept a

copy of the current affirmative action plan filed with and approved by a federal, state or local government unit.

16.2 The vendor agrees to post in conspicuous places, available for employees and applicants for employment, notices setting forth the provisions of this Agreement as they relate to affirmative action and nondiscrimination.

16.3 Failure to comply with these Terms and Conditions may result in the vendor being debarred, termination of the contract and/or withholding of payment.

16.4 The vendor agrees to furnish all information and reports required by Dane County's Contract Compliance Officer as the same relate to affirmative action and nondiscrimination, which may include any books, records, or accounts deemed appropriate to determine compliance with Chapter 19, D.C. Ords. and the provisions of this Agreement.

16.5 AMERICANS WITH DISABILITIES ACT: The vendor agrees to the requirements of the ADA, providing for physical and programmatic access to service delivery and treatment in all programs and activities.

17.0 PATENT, COPYRIGHT AND TRADEMARK INFRINGEMENT: The vendor guarantees goods sold to the County were manufactured or produced in accordance with applicable federal labor laws, and that the sale or use of the articles described herein do not infringe any patent, copyright or trademark. The vendor covenants that it will, at its own expense, defend every suit which shall be brought against the County (provided that such vendor is promptly notified of such suit, and all papers therein are delivered to it) for any alleged infringement of any patent, copyright or trademark by reason of the sale or use of such articles, and agrees that it will pay all costs, damages, and profits recoverable in any such suit.

18.0 SAFETY REQUIREMENTS: All materials, equipment, and supplies provided to the County must fully comply with all safety requirements as set forth by the Wisconsin Department of Commerce and all applicable OSHA Standards.

18.1 MATERIAL SAFETY DATA SHEET: If any item(s) on an order(s) resulting from this award(s) is a hazardous chemical, as defined under 29 CFR 1910.1200, provide one (1) copy of the Material Safety Data Sheet for each item with the shipped container(s) and one (1) copy with the invoice(s).

19.0 WARRANTY: Unless specifically expressed otherwise in writing, goods and equipment purchased as a result of this request shall be warranted against defects by the vendor for one (1) year from date of receipt. An equipment manufacturer's standard warranty shall apply as a minimum and must be honored by the vendor.

20.0 INDEMNIFICATION & INSURANCE.

20.1 Vendor shall indemnify, hold harmless and defend County, its boards, commissions, agencies, officers, employees and representatives against any and all liability, loss (including, but not limited to, property damage, bodily injury and loss of life), damages, costs or expenses which County, its officers, employees, agencies, boards, commissions and representatives may sustain, incur or be required to pay by reason of vendor furnishing the services or goods required to be provided under this Agreement, provided, however, that the

SECTION 7 – STANDARD TERMS AND CONDITIONS

provisions of this paragraph shall not apply to liabilities, losses, charges, costs, or expenses caused by or resulting from the acts or omissions of County, its agencies, boards, commissions, officers, employees or representatives. The obligations of vendor under this paragraph shall survive the expiration or termination of this Agreement.

20.2. In order to protect itself and County its officers, boards, commissions, agencies, agents, volunteers, employees and representatives under the indemnity provisions of the subparagraph above, vendor shall, at vendor's own expense, obtain and at all times during the term of this Agreement keep in full force and effect the insurance coverages, limits, and endorsements listed below. When obtaining required insurance under this Agreement and otherwise, vendor agrees to preserve County's subrogation rights in all such matters that may arise that are covered by vendor's insurance. Neither these requirements nor the County's review or acceptance of vendor's certificates of insurance is intended to limit or qualify the liabilities or obligations assumed by the vendor under this Agreement. The County expressly reserves the right to require higher or lower insurance limits where County deems necessary.

20.2.1. Commercial General Liability.

Vendor agrees to maintain Commercial General Liability insurance at a limit of not less than \$1,000,000 per occurrence. Coverage shall include, but not be limited to, Bodily Injury and Property Damage to Third Parties, Contractual Liability, Personal Injury and Advertising Injury Liability, Premises-Operations, Independent vendors and Subcontractors, and Fire Legal Liability. The policy shall not exclude Explosion, Collapse, and Underground Property Damage Liability Coverage. The policy shall list DANE COUNTY as an Additional Insured.

20.2.2. Commercial/Business Automobile Liability.

Vendor agrees to maintain Commercial/Business Automobile Liability insurance at a limit of not less than \$1,000,000 Each Occurrence. Vendor further agrees coverage shall include liability for Owned, Non-Owned & Hired automobiles. In the event vendor does not own automobiles, vendor agrees to maintain coverage for Hired & Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

20.2.3. Environmental Impairment (Pollution) Liability

Vendor agrees to maintain Environmental Impairment (Pollution) Liability insurance at a limit of not less than \$1,000,000 per occurrence for bodily injury, property damage, and environmental cleanup costs caused by pollution conditions, both sudden and non-sudden. This requirement can be satisfied by either a separate environmental liability policy or through a modification to the Commercial General Liability policy. Evidence of either must be provided.

20.2.4. Workers' Compensation.

Vendor agrees to maintain Workers Compensation insurance at Wisconsin statutory limits.

20.2.5. Umbrella or Excess Liability.

Vendor may satisfy the minimum liability limits required above for Commercial General Liability and Business Auto Liability under an Umbrella or Excess Liability policy. There is no minimum Per Occurrence limit of liability under the Umbrella or Excess Liability; however, the Annual Aggregate limit shall not

be less than the highest "Each Occurrence" limit for the Commercial General Liability and Business Auto Liability. vendor agrees to list DANE COUNTY as an "Additional Insured" on its Umbrella or Excess Liability policy.

20.3. Upon execution of this Agreement, vendor shall furnish County with a Certificate of Insurance listing County as an additional insured and, upon request, certified copies of the required insurance policies. If vendor's insurance is underwritten on a claims-made basis, the retroactive date shall be prior to or coincide with the date of this Agreement, the Certificate of Insurance shall state that professional malpractice or errors and omissions coverage, if the services being provided are professional services coverage is claims-made and indicate the retroactive date, vendor shall maintain coverage for the duration of this Agreement and for six (6) years following the completion of this Agreement. Vendor shall furnish County, annually on the policy renewal date, a Certificate of Insurance as evidence of coverage. It is further agreed that vendor shall furnish the County with a 30-day notice of aggregate erosion, in advance of the Retroactive Date, cancellation, or renewal. It is also agreed that on claims-made policies, either vendor or County may invoke the tail option on behalf of the other party and that the extended reporting period premium shall be paid by vendor. In the event any action, suit or other proceeding is brought against County upon any matter herein indemnified against, County shall give reasonable notice thereof to vendor and shall cooperate with vendor's attorneys in the defense of the action, suit or other proceeding. Vendor shall furnish evidence of adequate Worker's Compensation Insurance. In case of any sublet of work under this Agreement, vendor shall furnish evidence that each and every subcontractor has in force and effect insurance policies providing coverage identical to that required of vendor. In case of any sublet of work under this Agreement, vendor shall furnish evidence that each and every subcontractor has in force and effect insurance policies providing coverage identical to that required of vendor.

20.4. The parties do hereby expressly agree that County, acting at its sole option and through its Risk Manager, may waive any and all requirements contained in this Agreement, such waiver to be in writing only. Such waiver may include or be limited to a reduction in the amount of coverage required above. The extent of waiver shall be determined solely by County's Risk Manager taking into account the nature of the work and other factors relevant to County's exposure, if any, under this Agreement.

21.0 CANCELLATION: County reserves the right to terminate any Agreement due to non-appropriation of funds or failure of performance by the vendor. This paragraph shall not relieve County of its responsibility to pay for services or goods provided or furnished to County prior to the effective date of termination.

22.0 PUBLIC RECORDS ACCESS: It is the intention of the County to maintain an open and public process in the solicitation, submission, review, and approval of procurement activities. Bid openings are public unless otherwise specified. Records are not available for public inspection prior to issuance of the notice of intent to award or the award of the contract. Bid results may be obtained by visiting the Dane County Purchasing Office Monday – Friday, between 8:00 a.m. and 4:00 p.m. Prior appointment is advisable.

22.1 PROPRIETARY INFORMATION: If the vendor asserts any of its books and records of its business practices and other

SECTION 7 – STANDARD TERMS AND CONDITIONS

matters collectively constitute a trade secret as that term is defined in s. 134.90(1)(c), Wis. Stats., County will not release such records to the public without first notifying the vendor of the request for the records and affording the vendor an opportunity to challenge in a court of competent jurisdiction the requester's right to access such records. The entire burden of maintaining and defending the trade secret designation shall be upon the vendor. The vendor acknowledges and agrees that if the vendor shall fail, in a timely manner, to initiate legal action to defend the trade secret designation or be unsuccessful in its defense of that designation, County shall be obligated to and will release the records.

22.2 Any material submitted by the vendor in response to this request that the vendor considers confidential and proprietary information and which vendor believes qualifies as a trade secret, as provided in section 19.36(5), Wis. Stats., must be identified on a designation of Confidential and Proprietary Information form. Pricing will not be held confidential after award of contract.

22.3 Data contained in a bid, all documentation provided therein, and innovations developed as a result of the contracted commodities or services cannot be copyrighted or patented. All data, documentation, and innovations shall be the property of the County.

23.0 RECYCLED MATERIALS: Dane County is required to purchase products incorporating recycled materials whenever technically and economically feasible. Vendors are encouraged to bid products with recycled content which meet specifications.

24.0 PROMOTIONAL ADVERTISING: Reference to or use of Dane County, any of its departments or sub-units, or any county official or employee for commercial promotion is prohibited.

25.0 ANTITRUST ASSIGNMENT: The vendor and the County of Dane recognize that in actual economic practice, overcharges resulting from antitrust violation are in fact usually

borne by the Purchaser. Therefore, the successful vendor hereby assigns to the County of Dane any and all claims for such overcharges as to goods, materials or services purchased in connection with this contract.

26.0 RECORDKEEPING AND RECORD RETENTION-COST REIMBURSEMENT CONTRACTS: Where payment to the vendor is based on the vendor's costs, vendor shall establish and maintain adequate records of all expenditures incurred under the contract. All records must be kept in accordance with generally accepted accounting procedures. The County contracting agency shall have the right to audit, review, examine, copy, and transcribe any pertinent records or documents relating to any contract resulting from this bid/proposal held by the vendor. The vendor will retain all documents applicable to the contract for a period of not less than three (3) years after final payment is made.

27.03 COMPLIANCE WITH FAIR LABOR STANDARDS. During the term of this Agreement, vendor shall report to the Controller, within ten (10) days, any allegations to, or findings by the National Labor Relations Board (NLRB) or Wisconsin Employment Relations commission (WERC) that vendor has violated a statute or regulation regarding labor standards or relations within the seven years prior to entering this Agreement. If an investigation by the Controller results in a final determination that the matter adversely affects vendor's responsibilities under this Agreement, and which recommends termination, suspension or cancellation of this agreement, the County may take such action.

27.04 VENDOR may appeal any adverse finding by the Controller as set forth in sec. 25.08(20)(c) through (e).

27.05 VENDOR shall post the following statement in a prominent place visible to employees: "As a condition of receiving and maintaining a contract with Dane County, this employer shall comply with federal, state and all other applicable laws prohibiting retaliation for union organizing"