



MARCH 21, 2023

**LA CROSSE COUNTY
BOSTWICK CREEK SNOWMOBILE BRIDGE
REPLACEMENT**

REQUEST FOR BIDS

**PLANNING DEPARTMENT
LA CROSSE COUNTY
212 6th STREET NORTH, LA CROSSE WI 54601**

Request For Bids (RFB) – Bostwick Creek Snowmobile Bridge Replacement

General Information

Objective

La Crosse County Public Works & Infrastructure Committee is inviting bids for the purpose of selecting a vendor to replace the Bostwick Creek snowmobile bridge, located within La Crosse County, Wisconsin.

Incurred Costs

La Crosse County is not responsible for any costs incurred by the Vendor in the preparation of the bid, participation in a Vendors' meeting, or for any other cost to the Vendor associated with responding to this RFB.

RFB Schedule

The following is a list of the important dates for activities related to the RFB process. La Crosse County reserves the right to change these dates and will post the changes on its web site.

Activity	Time	Date
RFB released		Tuesday March 21, 2023
Submission of bids	3:00 p.m.	Monday April 3, 2023
Public Works & Infrastructure Committee Approval**	4:00 p.m.	Monday, April 10, 2023

**Please note that this is the scheduled date as of the release of this RFB. It is the vendor's responsibility to be aware of Committee Meeting times and dates. This information can be accessed on the County web site at <http://www.lacrossecounty.org> via clicking on the header "Your Government" and selecting "Meetings" listed under County Board.

RFB Release

This RFB is posted on the La Crosse County web site. La Crosse County reserves the right to amend this RFB at any time. In the event it becomes necessary to amend, alter or delete any part of the RFB, changes to the RFB will be posted on the web site. It is the vendor's responsibility to be aware of amendments that are posted on the web site. The address is: <https://lacrossecounty.org/home/business/requests-for-proposals/requests-for-proposals>

Vendors are encouraged to check the web site frequently for changes to the RFB or schedule. Printed copies of the RFB will be provided upon request. Send your request to: La Crosse County Planning Department; 212 6th Street North; La Crosse, WI 54601.

Submission of Questions

Scope of Work Questions:

Charlie Handy, Planning Department, 608-785-5919
chandyh@lacrossecounty.org

Procurement Process Questions:

Bryan Jostad, Finance Department, 608-785-5879
bjostad@lacrossecounty.org

Submission of Bids

Sealed bids must be delivered to: **Charlie Handy, Planning Dept**
La Crosse County Administrative Center
212 6th Street North, Room 1314
La Crosse, WI 54601

Sealed bids must be delivered no later than 3 pm, Monday, April 3, 2023.
Bids received after the above date and time will be returned unopened.

All bids must be submitted in complete original form. An authorized individual using an unduplicated original signature is required to sign the bid form. No faxed or emailed bids will be accepted. Bids must be sealed and marked **“Snowmobile Bridge”**. **Vendors shall submit one (1) copy of their bid in paper form.**

Opening of Bids

The bids will be publicly opened at 3:05 p.m., April 3, 2023 in: Room 1107, 212 6th Street North, La Crosse, WI 54601. At that time, the names of vendors who properly submitted bids will be announced. Announcement of the names of the vendors who submitted bids is not a guarantee that the bids otherwise comply with the specifications of this RFB.

Ownership of Bids

All bids submitted on time become the property of La Crosse County upon submission, and the bids will not be returned to the Vendors. By submitting a bid, the Responder agrees that La Crosse County may copy the bid for purposes of facilitating the evaluation.

Other Information

Vendors may submit any other information that is not described in this bid that would be beneficial to La Crosse County. If in the vendor’s opinion the County has overlooked anything material or relevant, such item(s) may be brought to the County’s attention and be included in the bid.

Amendments to the RFB

In the event it becomes necessary to amend, alter or delete any part of the RFB, changes to the RFB will be posted on the website. The address is:
<https://lacrossecounty.org/home/business/requests-for-proposals/requests-for-proposals>

Public Records Law

All bids are subject to the Wisconsin Public Records Law.

Final Selection

The final vendor selection shall be made by the Public Works & Infrastructure Committee at their regular monthly meeting held on Monday, April 10, 2023.

Terms and Conditions:

- a. La Crosse County reserves the right to accept or reject any or all bids or portions thereof without stated cause.
- b. La Crosse County reserves the right to re-issue any requests for bids.
- c. Upon the selection of a finalist vendor, the County by its proper officials, employees, or agents shall attempt to negotiate and reach a final agreement with this vendor. If the County, for any reason, is unable to reach a final agreement with this vendor, the County reserves the right to reject such vendor and negotiate a final agreement with the vendor who has the next most viable proposal or bid. The County may also elect to reject all bids and re-issue a request for bid.
- d. Clarification of bids: La Crosse County reserves the right to obtain clarification of any point in a vendor's bid or obtain additional information. Please provide an email address or contact/phone number for this.
- e. La Crosse County is not bound to accept the bid with the lowest cost, but may accept the bid that demonstrates the best ability to meet the needs of La Crosse County.
- f. The County reserves the right to waive any formalities, defects, or irregularities in any bid, response, and/or submittal where the acceptance, rejection, or waiving of such is in its best interests.
- g. The County reserves the right to disqualify any bid, before or after opening, upon evidence of collusion, intent to defraud, or any other illegal practice on the part of the vendor.
- h. The vendor agrees to the fullest extent permitted by law, to indemnify, defend and hold harmless, the County, and its agents, officers and employees, from and against all loss or expense including costs and attorney fees by reason of liability for damages including suits at law or in equity, caused by any wrongful, intentional, or negligent act or omission of the vendor, or its (their) agents and / or sub-vendors which may arise out of or connected with activities covered by this contract.
- i. The selected vendor shall not subcontract or assign any interest in the contract and shall not transfer any interest in the same without prior written consent of the County.
- j. No reports, information, or data given to or prepared by the firm under contract shall be made available to any individual or organization by the firm without the prior written approval of the County.
- k. Should the selected vendor merge or be purchased by another individual or firm contract continuation would be at the County's option.

I. Insurance:

a. Vendor agrees that in order to protect itself as well as La Crosse County, its officers, Boards, and employees under the indemnity provisions set forth in the paragraph above, vendor will at all times, during the terms of this contract, keep in force insurance policies issued by an insurance company authorized to do business and licensed in the State of Wisconsin. Unless otherwise specified in WI Statutes, the types of insurance coverage and minimum amounts shall be as follows:

1. Workers' Compensation: minimum amount statutory
2. Comprehensive General Liability: \$1,000,000 per occurrence and in aggregate for bodily injury and property damage
3. Excess Liability coverage: \$1,000,000 over the General Liability

m. The Purchaser shall be given thirty (30) days advanced written notice of any cancellation or non-renewal of insurance during the term of this contract. Upon execution of this contract, the Vendor will furnish Purchaser with written verification of the existence of such insurance. In the event of any action, suit, or proceedings against Purchaser upon any matter herein indemnified against, Purchaser shall within five (5) working days cause notice in writing thereof to be given to Vendor by certified mail, addressed to its post office address. Purchaser shall cooperate with Vendor and its attorneys in defense of any action, suit or other proceedings.

Vendor Information

Vendors shall prepare and submit a qualification bid in the following order:

Proposer Information:

- a. Letter of introduction that includes name of contact person and contact information (email address, phone number, etc.), no more than two (2) pages.
- b. Provide client agency name, contact name, title, address, and phone number of at least three facility/company references that have been provided a similar product in the past 24 months.

Warranty Information Provide product warranty information

Bid Evaluation

La Crosse County Facilities will review all bids and will make a recommendation to the Public Works & Infrastructure Committee based upon the following criteria:

Category	Evaluation Points
Vendor Qualifications	30
Cost	70
Total	100

- A. La Crosse County reserves the right to award this contract not necessarily to the vendor with the lowest cost, but to the vendor that demonstrates the best ability to fulfill requirements of the RFB and needs of La Crosse County.
- B. The County reserves the right to waive any formalities, defects, or irregularities in any bid, response, and/or submittal where the acceptance, rejection, or waiving of such is in the best interests of the County.
- C. The County reserves the right to disqualify any bid, before or after opening, upon evidence of collusion, intent to defraud, or any other illegal practice on the part of the vendor.

Introduction/Scope of Work

Introduction

La Crosse County has received a Snowmobile Trail Aids Grant to construct a new snowmobile bridge located within the County. This specification will refer to the bridge as Bostwick

- Bridge crosses Bostwick Creek. The temporary bridge is located in Section 34 T15N R6E, GPS Coordinates: 43.733907 -90.966424. The proposed location for the new bridge is 43.73452 -90.96633. The temporary bridge will be removed by club members.
- This bridge does not require a Hydrologic and Hydraulic Analysis (H &H)
- La Crosse County will secure all necessary County/State erosion control, waterway, and zoning permits.

Scope of Work

Design, furnish, and install bridge, abutments and approaches in accordance with the following requirements:

- 1) Meet specifications listed in this document.
- 2) Follow "Bridge Guidelines for New and Replacement Snowmobile and all-Terrain Vehicle Bridges", prepared by the Wisconsin Department of Natural Resources, PUB-CF-005, dated 2017.
- 3) Meet eligibility criteria for a Clear Span Bridge Over Streams General Permit Application.
- 4) Follow Wisconsin Statutes, Chapter 30 "Navigable Waters, Harbors, and Navigation".
- 5) Provide engineer stamped bridge plans prior to construction.

Vendor shall be responsible for designing, detailing, fabrication, delivery, construction and erection of the entire snowmobile bridge with abutments and approaches.

Vendor to furnish a sign on each end of the bridge indicating the greatest load carrying capability.

Bostwick Bridge shall be capable of supporting 25,000 lbs. vehicle load mid span.

Bridge length and approaches may vary but bridge must span the entire waterway. Width shall be 12 feet.

Bridge must be designed and installed in a way that does not increase erosion on the streambanks of Bostwick Creek.

Work Exceptions:

1. On-Site Work for Bridge: no work in the water from 09/15 to 05/15 to protect trout natural reproduction
2. On-Site Work for Bridge: Club must remove existing crops prior to on-site construction. It is anticipated that the site will be ready for on-site work by mid-March 2023.
3. On-Site work for bridge site must be completed by November 15, 2023.

How to respond to this Bid

A. Provide Vendor Information

B. Complete Bid Form. Make sure to include the following your bid (not inclusive and as applicable).

- Bridge Structure Type, Dimensions and Cost
- Design Weight Load
- Engineering Costs
- Soil Testing
- Site Preparation
- Abutments
- Pilings/Piers
- Approaches
- Riprap
- Labor
- Equipment Rental
- Signage

ATTACHED: Bid Form

REFERENCES:

Bridge Guidelines for New and Replacement Snowmobile and All-Terrain Vehicle Bridges:

<https://dnr.wi.gov/files/PDF/pubs/cf/CF0005.pdf>

Clear Span Bridge Over Streams General Permit Application:

<https://dnr.wi.gov/topic/waterways/documents/PermitDocs/GPs/GP-ClearSpanBridge.pdf>

Wisconsin Statutes, Chapter 30: https://docs.legis.wisconsin.gov/statutes/statutes/30/_1?up=1

WI Administrative Code 116.07: https://docs.legis.wisconsin.gov/code/admin_code/nr/100/116/07



BOSTWICK CREEK SNOWMOBILE BRIDGE BID FORM

TO: Planning Dept. – La Crosse County
212 6th Street North, room 1800
La Crosse, WI 54601

Bids close at 3:00 p.m., Monday, April 3, 2023
Bids will be opened at 3:05 p.m. on the same date and location.

Having carefully examined the bidding and introduction/scope of work documents, including the references, and having understood that La Crosse County reserves the right to accept or reject any or all bids without stated cause and may allocate said bids in any way most advantageous to the County, the undersigned proposed to furnish all labor, materials and services essential to the successful completion of the contract work for the sum of:

BOSTWICK CREEK SNOWMOBILE BRIDGE

LUMP SUM BID: _____
Description of Work: _____

Legal Name of Vendor: _____
Vendor Address: _____

Contact Name: _____
Phone: _____
Email: _____

Authorized Signature: _____ Date: _____
Printed Name: _____
Title: _____
Phone #: _____

Attach:
Vendor Information____
Any Additional Information
Vendor feels necessary for bid
consideration____