



Riverton City Purchasing

12830 South 1700 West * Riverton, Utah 84065

REQUEST FOR QUOTATION

Quotation No.: CC18003

BEFORE REPLYING TO THIS QUOTATION PLEASE READ THE INSTRUCTIONS AND GENERAL PROVISIONS PROVIDED WITH THIS DOCUMENT
REPLIES MUST BE LEGIBLE

Company: _____ Fed. ID No. _____
 Legal Status: Sole Proprietor Non-Profit Corp. Profit Corp. Partnership Gov. _____
 Ordering Address: _____
 _____ Contact Person: _____
 Department: _____ Phone: _____ Fax: _____
 Requisition Number: 156251 E-Mail: _____
 Inquiries Sent To: Craig Calvert Remit Address: _____
 E-Mail: ccalvert@rivertoncity.com Price Guaranteed Until - Date: _____
 Phone: 801-208-3175 Date Sent: 1/5/2018 Payment Terms: _____ Shipment will be made _____ A.R.O.

1. The item(s) specified on this quotation are produced, mined, grown, manufactured, or performed in Utah? Yes No
 IF **No** then where produced, etc.: _____
2. Quotations must include manufacturer's descriptive literature & F.O.B. origin and destination freight cost or freight allowed or they may be rejected.
3. **Terms of shipment for F.O.B. origin means: Shipper load, carrier count and stow, consignee unload, freight collect!**

RETURN QUOTATION TO:
Riverton City
 Attn: Purchasing
 12830 S. Redwood Road
 Riverton, Utah 84065
 Phone: 801-208-3175

Note: Quotations MUST be received by:
January 16, 2018

THE QUOTATION NUMBER LISTED IN THE UPPER RIGHT-HAND CORNER OF THIS DOCUMENT MUST BE REFERENCED WHEN RETURNED.

Visit the Riverton City Home Page at: www.rivertoncity.com

Item(s) and Specifications	Quantity	Unit	Net Unit Price	Extended Price
<p>The purpose of this quote is to establish a contract for a wetland determination and delineation for two parcels located within the City. See the attached scope of work, and the contract terms and conditions.</p> <p>The awards of this quote will be through a proposal format that is based upon the following factors with their assigned weights.</p> <ol style="list-style-type: none"> 1. Price - 50% 2. Previous experience on similar projects – 25% 3. Qualifications – 25% 				-
Total Price, without freight (FOB Origin) \$ _____ -		Total Price, with freight (FOB Destination) \$ _____ -		

Receipt of addendum acknowledgement. Addendum # 1 2 3 4 5 6 _____

The undersigned certifies that the vendor is willing and able to furnish the item(s) specified on this quotation!

Vendors Authorized Agent: type or print NAME and TITLE) _____

Signature: _____ Date: _____

Please SIGN IN INK or this quote may be rejected, Your signature indicates you have read and agreed to the Instructions & General Provisions.
Electronic submittal Implies signature

Request for Quotation

Continuation Page

Quotation No.: CC18003 Requisition No.(s): 156251

Date: January 5, 2018 Department: 0

Item(s) and Specifications	Quantity	Unit	Net Unit Price	Extended Price
<p>Please attached separate sheets listing the following qualifications, not to exceed 12 pages single sided, excluding resumes.</p> <p>Provide a statement of your understanding of the proposed request.</p> <p>Detail your qualifications and experience.</p> <p>Provide information on your proposed solution and timeline.</p> <p>Detail your experience in providing the services requested herein for similar customers of similar size, with dates of performance and/or completion, customer name, contact person, and telephone number(s). By providing such references you agree that neither the City nor the clients referenced shall have any liability regarding the provision of such references or the City's use of such references in making selections under this proposal.</p> <p>Provide a cost proposal for the services requested herein.</p>				

RFP Midas Creek Trail and Walker Property Wetland Determination and Delineation Study

Riverton City is soliciting proposals for consulting services to perform a wetland determination and delineation for two parcels located within the City. The first parcel is located along the south side of Midas Creek from 4000 W to approximately to 4120 W and the second parcel referred to as the Walker Property is located at approximately 11850 South and 1500 W.

Purpose:

Parcel one: Riverton City desires to complete an unfinished portion of the Midas Creek Trail system on the south bank of Midas Creek between 4000 West and 4120 W. It was decided that a wetland determination and delineation will be necessary to complete the environmental process prior to the use of Federal funds for project construction.

Parcel two: Riverton City desires to purchase, and construct a regional stormwater detention basin on a parcel of ground described as the Walker Property located at approximately 11850 S and 1500 W. The property is a remnant of the old North Butterfield Creek channel and has historically been used to detain and route City drainage. It was determined that a wetland determination and delineation will be necessary to obtain an appraisal for the purchase of the property.

Scope of Work:

Complete a wetland determination and delineation for each parcel
Provide a report describing the process and findings

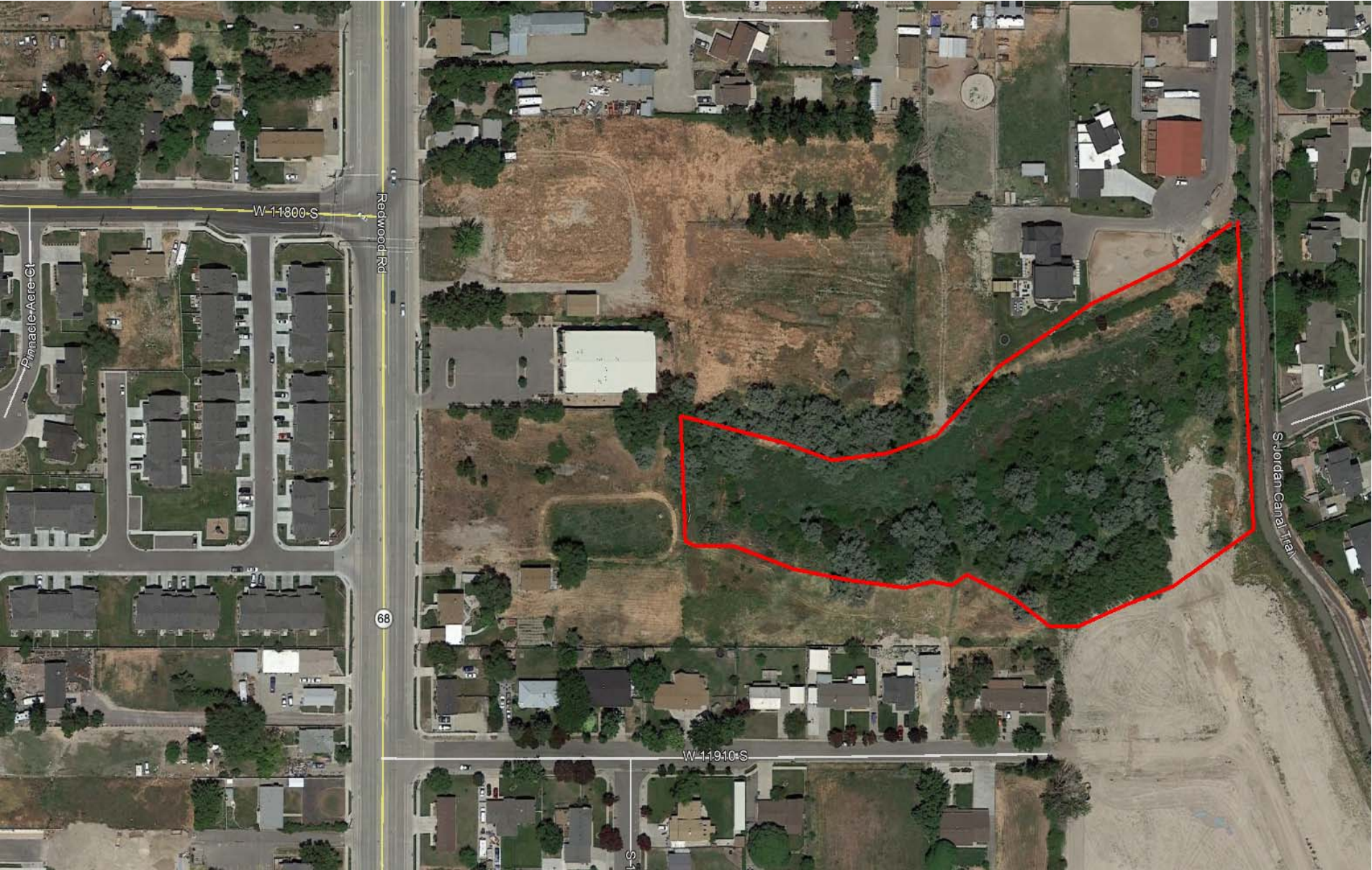
Attachments:

Location and boundary maps

Midas Creek Trail
4000 W to 4120 W



Walker Property
11850 S and 1500 W



Request for Quotation Instructions and General Provisions

"Failure to comply with the following instructions may cause rejection of this quotation"

1. Administrative Authority:

The administration of this purchasing process is conducted by the Riverton City Purchasing Agent. No contact of the City Mayor, City Council or any employee in regards to this solicitation other than those listed herein.

2. No Obligation Implied:

This Request for Quotation implies no obligation on the part of Riverton City.

3. Riverton City Reservations:

The right is reserved to cancel this Request for Quotation or to accept or reject any or all quotes, and to waive any informality or technicality in any quote, in the interest of Riverton City. Riverton City reserves the right to award multiple contracts to more than one vendor for the same or similar items. Riverton City reserves the right for an option to renew or extend any contract that may arise from this Request for Quotation, not to exceed four (4) renewals or extensions. Unless specifically provided for elsewhere in this quote, multiple or alternate quotes will not be accepted. The City Mayor and City Council reserves the right to purchase such brands as it desires, irrespective of price. The right is reserved, unless supplier countermands, to increase or decrease the quantity of any item(s) as the quoted price. Riverton City reserves the right to cancel any item(s) not delivered after the purchase order issued. Riverton City reserves the right to select some or all of the items from any vendor unless an "all or nothing" statement is included in the quote. Riverton City does not guarantee to make any purchase from this quote. Estimated quantities are for quoting purposes only and are not to be interpreted as a guarantee to purchase any amount.

4. Failure to Quote:

Failure to respond may result in the removal of your firm from the vendor's list for the commodity(s) listed. Unless you advise the Purchasing Agent prior to the quote due date that you desire to receive future invitations to quote on this commodity. Three consecutive no responses will result in removal

5. Quote Preparation:

- A. Fill out this quote form completely filling in all blanks, either in ink or typewritten. All information provided must be legible.
- B. Errors may be crossed out and corrections made in ink or typewritten (no type covers) adjacent and must be initialed in ink by the person signing the quote.
- C. Any manufacturer's name, trade names, brand names or catalog number(s) used in this specification are there for the purpose of establishing and describing general performance and quality levels. Such references are not intended to be restrictive, and quotes are invited on these and comparable brands or products by any manufacturer. All items will be evaluated on an "**acceptable substitute**" basis unless stated otherwise.
- D. Price each item separately and extend, unless each item makes up a complete system or a lot price requested. Unit price will govern if there is an error in the extension.
- E. Furnish descriptive literature for each item quoted. If a substitute is offered make a full written explanation on the quote as to its brand name, model number etc.
- F. Submit your quote on the documents furnished herein.
- G. Do not quote on items you cannot supply promptly.
- H. Provide information on local availability of parts and service for all items quoted and service literature to allow for in-house maintenance and repairs

6. Quote Submittal:

- A. The quote must be signed in ink and delivered to Purchasing by the "*Due Date & Time.*" Quotes may be delivered via mail, fax or electronic means. **Electronic submittal implies signature.**
- B. Quotes, modifications, or corrections received after the closing time on the "*Due Date*" will be considered late.
- C. All purchases are subject to Riverton City purchasing ordinance.

7. Warranties:

Describe any and all warranties on parts and labor for each item quoted.

8. Conformance Warranty:

Vendor warrants the item(s) quoted will conform to the description as quoted, and applicable specifications, and shall be of good and merchantable quality for the known purpose for which it is sold.

9. Quote Evaluation:

Any item quoted is subject to evaluation. Any item which fails to qualify for approval when evaluated shall not be accepted regardless of compliance to quote requirements. **Quotes will not be accepted from vendors who require assignment of payment to another agent. Note: Riverton City will only pay the vendor named on the order. Riverton City will not deal with a factor or make payment to such.**

10. Antidiscrimination Act:

The vendor agrees to abide by the provisions of the Utah Antidiscrimination Act, Title 34 Chapter 35, U.C.A. 1953, as amended, and Title VI and Title VII of the Civil Rights Act of 1964 (USC 2000e), which prohibit discrimination against any employee or applicant for employment, or any applicant or recipient of services, on the basis of race, religion, color, or national origin; and further agrees to abide by Executive Order No. 11246, as amended, which prohibits discrimination on the basis of sex; 45 CFR 90 which prohibits discrimination on the basis of age, and Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap. This purchase may be canceled if the vendor fails to comply with the provisions of these laws and regulations. **Vendor must include this provision in every subcontract or purchase order relating to purchases by Riverton City to insure that subcontractors and vendors are bound by this provision.**

ATTACHMENT "A"

STANDARD CONTRACT TERMS AND CONDITIONS

TERMS OF AGREEMENT

In the event of any conflict between these standard terms and conditions and any other terms and condition included in this agreement, these standard contract terms and conditions, Attachment "A," will govern.

LIABILITY

Any damages occurring from the execution of the contract, incidental or otherwise, to City or private properties must be repaired, at the contractor's expense, to the owner's satisfaction.

INDEMNIFICATION

The consultant agrees to defend, indemnify and hold Riverton City, the City Council, the Mayor, and all employees (collectively the "Indemnities") free and harmless from and against all losses, claims, liens, demands, lawsuits, judgments or liability including but not limited to general liability, automobile, and professional errors and omissions liability, arising out of the negligent acts, errors and omissions of the consultant in performing the services described including the amount of judgment, penalties, interest, court costs and legal fees incurred by the Indemnities or any of them in defense of the same, arising in favor of any party, including governmental agencies or bodies, on account of, but not limited to, taxes, claims, liens, debts, personal injuries, death or damages to property (including property of Indemnities). The Consultant further agrees to; investigate, handle, respond to, provide defense for and defend any such claim, demand or cause of action at its sole expense, and agrees to bear all other costs and expenses related thereto, and, release, indemnify and hold the City, its officers, agents and employees harmless from liability of any kind or nature, including the consultant use of any copyrighted or uncopied composition, secret process, patented or unpatented invention, article or appliance furnished or used in the performance of this contract.

Riverton City is a governmental entity under the Governmental Immunity Act and waives no defenses, limits of liability or other rights.

OWNERSHIP OF DOCUMENTS

Riverton owns and may use in any way the City deems necessary all plans, drawings, specifications, reports, notes, data, calculations, documents, electronic media, CADD documents and all other instruments of Architect, Engineer or Surveyor's professional service, regardless of medium or content, prepared by or on behalf of Architect, Engineer or Surveyor, et al.

INSURANCE

Riverton City requires the insurance provider to be rated an A- or better or a financial category of VII (7) or Higher as rated by AM Best Ratings.

Workers Compensation insurance, sufficient to cover all employees in the employ during the term of the contract including any renewal thereof must be maintained. Coverage amount should be as required by Utah Workmen's Compensation Laws. All subcontractors are required to also carry workers compensation insurance as specified above. The City will require employees from companies who choose to not carry workers compensation insurance, (three or less employees) to obtain a Workers Compensation Waiver Form from the State of Utah.

Workers Compensation insurance, sufficient to cover all employees in the employ during the term of the contract including any renewal thereof must be maintained. Coverage amount should be as required by Utah Workmen's Compensation Laws.

Professional Liability insurance in the amount of \$1,000,000.00 must be maintained during the term of the contract.

Commercial General Liability insurance in the amount of \$1,000,000.00 per occurrence with an aggregate of \$2,000,000.00.

Commercial Auto insurance in the amount of \$1,000,000.00 per occurrence with an aggregate of \$2,000,000.00. The insurance must apply to hired, not owned and owned vehicles.

Insurance needs to include Project Name with the location and description of the project, and the Project Number and Bid Number (if known). Insurance must name as the certificate holder; Riverton City, its elected officials, appointed officials, officers, employees and volunteers. Coverage is for all operation performed by or on behalf of the named insured.

Riverton City will assume no liabilities for the contractor including any of the contractor's representatives, employees or properties. The contractor agrees to, at all times, protect, indemnify, defend and hold harmless the City and city employees from any and all claims. Contractor shall, at all times, keep the work area in a neat, clean, safe and secure condition to avoid the risk of loss, theft, vandalism or sabotage.

Insurance provided is required to be primary and non-contributory.

Proof of coverage must be provided before work can begin, and agrees to provide proof of insurance upon demand by the City throughout the terms of the contract. The insurance must have a 30 day written cancellation notice. If any of the required insurance coverage is cancelled or lapse, the City may at the City's discretion, obtain substitute coverage at reasonable rates. The City may deduct the cost of such coverage, plus 10% for administrative charges, from any monies that are owing to contractor.

INDEPENDENT CONTRACT

It is understood and agreed by the parties that the consultant is to act in the capacity of an independent contractor and as such will have no authorization, express or implied to bind Riverton City to any agreements. Consultant's officers and employees shall not be considered as employees or officers of the City and shall not be entitled to any employee benefits as City employees as a result of the execution of this agreement.

ASSIGNMENT

The consultant shall not assign this agreement or assign, pledge transfer or otherwise dispose of its interest or this agreement, without the specific consent of the City, and that no such assignment, pledge, mortgage, transfer, or other disposition shall relieve the consultant of its obligations hereunder, nor shall such an assignment of other disposition terminate any such claim or defense which the City may have. Riverton City may assert any claim or defense it may have against the consultant and against any such assignee.

LICENSE

The consultant is properly licensed for the service(s) provided, including a business license. consultant will provide all licenses before work can begin.

WORKFORCE

The consultant agrees to register and participate in a status verification system such as E-Verify, to verify the work eligibility status of the consultant new employees that are employed in the state. The consultant further agrees to have each contractor or subcontractor who works for or under main consultant, certify by affidavit that the contractor or subcontractor has verified through a status verification system the employment status of each new employee of the respective contractor or subcontractor.

STANDARD OF CARE

Consultant services shall be performed in accordance with the skill and care ordinarily exercised by members of the same profession performing the same or similar services at the time consultant's services are performed. Consultant shall, at consultant's sole expense, reperform any services not meeting this standard.

TAXATION

It is understood and agreed that the contractor shall pay and discharge all license fees, assessments, sales, use, property and other tax or taxes lawfully imposed, as indicated in U.C.A.1953 Section 59-12-104.

NOTICES

All notices to be given under this agreement shall be made in writing and mailed to the other party at its address as set forth herein or at such other address as the party may provide in writing from time to time. Such notice shall be mailed, return receipt requested, to the parties as follows:

Consultant _____

NO OFFICER OR EMPLOYEE INTEREST

It is understood and agreed that no officer or employee of Riverton City has or shall have any pecuniary interest, direct or indirect, in this agreement or the proceeds thereof. No officer or employee of the consultant or any member of their families shall serve on any City board or

committee or hold any such position which either by rule, practice, or action nominates, recommends, or supervises consultant's operations, or authorizes funding of payments to the consultant.

AFFIDAVITS

At the time of, or prior to, commencing work, the consultant shall submit a sworn affidavit from each officer, employee or agent of the consultant who has been in contact or communicated with any officer, agent, or employee of the City during the past calendar year concerning the provision of these goods and services. The affidavit shall contain the following statement:

"I do solemnly swear that neither I, nor to the best of my knowledge, any member of my firm or company, has either directly or indirectly restrained free and competitive bidding by entering into any agreement, participating in any collusion, or otherwise taken any action unauthorized by the governing body of the City, or in violation of applicable law to secure favorable treatment with respect to being awarded this contract."

NON-DISCRIMINATION/AFFIRMATIVE ACTION

The Respondent agrees to abide by the provisions of the Utah Antidiscrimination Act, Title 34 Chapter 35, U.C.A. 1953, as amended, and Title VI and Title VII of the Civil Rights Act of 1964 (USC 2000e), which prohibit discrimination against any employee or applicant for employment, or any applicant or recipient of services, on the basis of race, religion, color, or national origin; and further agrees to abide by Executive Order No. 11246, as amended, which prohibits discrimination on the basis of sex; 45 CFR 90 which prohibits discrimination on the basis of age, and Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap. This agreement may be canceled if the contractor fails to comply with the provisions of these laws and regulations. ***The consultant must include this provision in every subcontract or purchase order relating to purchases by Riverton City to insure that subcontractors and vendors are bound by this provision.***

LAW

This contract shall be governed and constituted in accordance with the laws of the State of Utah.

DEFAULT

If either party fails to perform its obligations, the other party may give written notice specifying the nature of the failure, and requesting the defaulting party to remedy it. If the default is not corrected within thirty (30) days of the notice date, the non-defaulting party may pursue the remedy provided herein, and without waiving that remedy, it may terminate this agreement. If the failure reasonably justifies faster action, the notice may require correction within less than thirty (30) days, and the non-defaulting party may take reasonable action to protect its interest. If the failure is one that reasonably requires more than thirty (30) days to correct, the correction period shall be extended beyond thirty (30) days, so long as the defaulting party promptly commences to correct the default and diligently pursues it to completion.

In the event either party needs to enforce the terms of this agreement by suit or otherwise, the party at fault shall pay the costs and expenses incident thereto, including a reasonable attorney's fee.

ENTIRE AGREEMENT

This Agreement, together with the attachments hereto, contains the entire Agreement between the parties, and supersedes all prior agreements, and oral or written representations with respect to the subject matter hereto, and no statements, promises, or inducements made by either party or agents for either party, that are not contained in this written Agreement, shall be binding or valid. This Agreement may not be enlarged, modified, or altered except in writing, signed and dated by the parties.