



Invitation to Bid

Date: May 20, 2025

For the Project Titled
Bid – Hwy Dept Asphalt Oil

OWNER:
Montgomery County Highway Department
1213 Highway Drive
Clarksville, TN 37040

This proposal solicitation document is available in an Adobe Acrobat (pdf) format. Any alterations to this document made by the proposer may be grounds for rejection of proposal, cancellation of any subsequent award, or any other legal remedies available to the Montgomery County Government.

Bid #2025-0505



Bid Advertisement – Asphalt Oil

Bids for the Montgomery County Highway Department Asphalt Oil Bid will be received by Elizabeth Black, Purchasing Agent, Montgomery County Purchasing until **2:00 P.M. CST on Tuesday, June 3, 2025**, at which time the bids will be opened and read aloud. Sealed bids for the project will be received in person by Elizabeth L. Black Purchasing Agent, Montgomery County Purchasing Temporary Suite at 350 Pageant Lane, Suite 402, Clarksville, TN 37040. Bids may also be received online, please refer to the bid documents for instructions. A map to the location is included in the bid document.

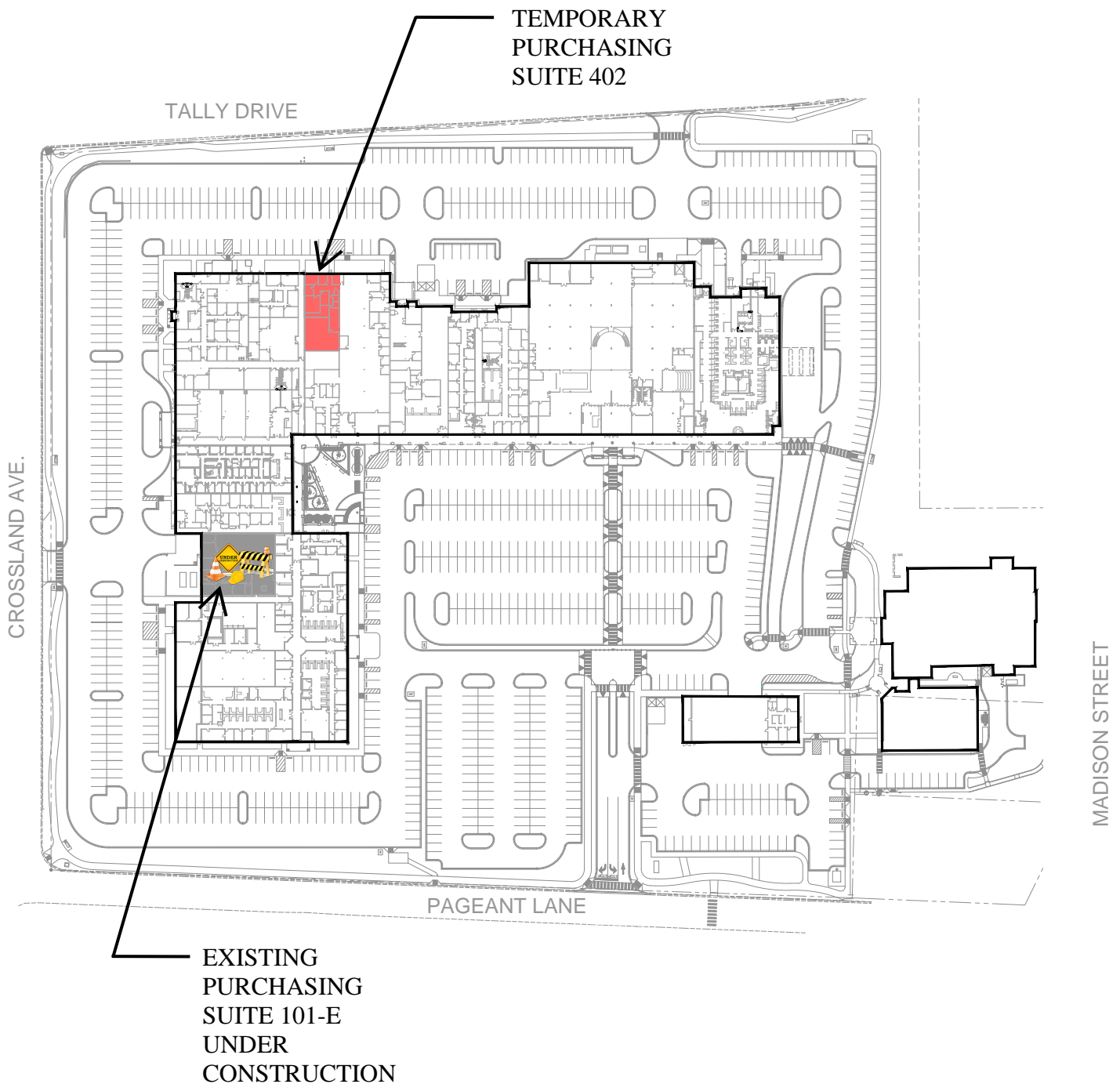
The Montgomery County Highway Department is seeking a vendor to provide Asphalt Oil for the period of July 1, 2025, through June 30, 2026. All proposals must be in a sealed envelope and provide the following information: the vendor's name, address, and the words "Bid – Hwy Dept Asphalt Oil"

No Proposer may withdraw their bid for sixty (60) days following the proposal deadline. The right to reject any or all proposals and to wave technicalities is reserved by the owner.

MAP TO BID OPENING

Bids delivered by hand will be received at Montgomery County Purchasing at 350 Pageant Lane, Clarksville, TN 37040 in TEMPORARY SUITE 402.

Refer to Instructions to Bidders for Bids sent via mail or email.



**BID INVITATION INSTRUCTIONS
(READ CAREFULLY)**

(1) ALTERATIONS- Any alterations, additions or omissions of required information, changes of the specifications or BID schedule, are at the risk of the vendor and may result in the rejection of the bid, unless the approver authorizes such changes.

(2) BIDS - All bids must be typed or written legibly in ink. **Vendors, verify bids before submission. No bid may be withdrawn or changed after the official opening.** Any mention of a specific make, model or brand is strictly for the purpose of comparison of character and quality of product being sought. All alternates will be reviewed and considered in comparison to request. This bid may be awarded in whole or in part to one or more bidders.

(3) DELIVERIES- Montgomery County Government assumes no liability for merchandise or other materials delivered without written order of the purchasing director.

(4) RESPONSIBLE VENDORS- Failure of a vendor to execute a purchase order awarded to him or to comply with any of the terms and conditions therein may disqualify him from receiving future business.

(5) PROPOSING FIRM- The agent of the proposing firm hereby certifies to the best of his knowledge and belief that this bid/proposal submitted to Montgomery County has not been prepared in collusion with any other seller of similar products. The prices, terms and conditions of said bid/proposal have not been communicated by the undersigned nor by any employee or agent of the proposing firm to any other seller of similar products and will not be communicated to any such seller prior to the official opening of said proposal. The affiant further states that no official or employee of Montgomery County Government has promised any personal financial or other beneficial interest, either directly or indirectly in order to influence award of this bid.

(6) IMPORTANT- To be acceptable, all bid/proposals must be on the correct form, and each such bid/proposal must be addressed and delivered to the Purchasing Director, Montgomery County, Tennessee, prior to the Bid/Proposal opening. Bid/Proposal envelopes must be **sealed** and **clearly** indicate the words, "BID – Hwy Dept Asphalt Oil". Bids can be mailed to 350 Pageant Lane, Suite 101-E, Clarksville, TN 37040. Hand delivered bids can be brought to 350 Pageant Lane, Suite 402, Clarksville, TN 37040. Such bids/proposals delivered to other persons, locations, or on another form will not be acceptable. ***Electronic is an acceptable submission method via Bonfire or mocobids@mcgtn.net***

All vendors awarded contracts agree to the terms and conditions herein set forth.

The Purchasing Director reserves the right to reject any or all bids.

Elizabeth L. Black
Purchasing Director
Telephone: (931) 648-5720
elblack@mcgtn.net

REQUEST FOR BID
Montgomery County Highway Department
Asphalt Oil

1. PURPOSE:

The Montgomery County Highway Department is seeking a vendor to provide Asphalt Oil for the period of July 1, 2025, through June 30, 2026.

2. TIMELINE:

Release of Bid – Tuesday, May 20, 2025.

Deadline for Questions – Tuesday, May 27, 2025, at 10 a.m. CST. All questions must be submitted in writing to Elizabeth Black, Purchasing Director at mocobids@mcgtn.net.

Answers Provided – Thursday, May 29, 2025

RFP Deadline/Bid Opening – Tuesday, June 3, 2025, at 2:00 p.m. CST

Bids submitted after the deadline will not be opened. Bids must be sealed and may be mailed, or hand delivered to the Montgomery County Purchasing Department. Bids can be mailed to 350 Pageant Lane, Suite 101-E, Clarksville, TN 37040. Hand delivered bids can be brought to 350 Pageant Lane, Suite 402, Clarksville, TN 37040. Bids should include all necessary documents and have the name of the proposer and the words "Bid – Hwy Dept Asphalt Oil" on the outside of the envelope. Bids may also be submitted by email and can be sent to mocobids@mcgtn.net. If submitting by email, allow plenty of time for delivery as bids must be received by the deadline. Make sure to put "Bid – Hwy Dept Asphalt Oil" in the subject of the email.

Vendors must guarantee that all information included in the bid will remain valid for a period of at least sixty (60) days from the date of the bid/proposal opening to allow for evaluation of all bids. Bids/proposals may be withdrawn at any time up until the time of opening. A withdrawn bid/proposal may be resubmitted up to the time designated for the receipt of bid/proposals provided it fully conforms to the same general terms and requirements.

Montgomery County is not responsible for any costs incurred by any vendor pursuant to the bid/RFP process. The vendor shall be responsible for all costs incurred in connection with the preparation and submission of its bid/proposal. Montgomery County does reserve the right to reject any and all bids.

3. TERM:

This bid is for a 1 year term, July 1, 2025, through June 30, 2026.

4. SPECIFICATIONS:

Highway Department ASPHALT OIL

Please quote the items as per listed below. If there is a section that no quote is wished to be given, please indicate this by entering, NO QUOTE, in the space provided for that item.

Please contact Elizabeth Black – Purchasing Agent @ 931-648-5720 or elblack@mcgtn.net with any questions or inquiries pertaining to this bid.

| ITEM | QUANTITY | UNIT PRICE |
|----------------|----------|------------|
| LPA – SS-1 | Gal. | |
| RS-2 | Gal. | |
| TRACKLESS TACK | Gal. | |
| | | |
| | | |

Signed: _____

Authorized Company Representative



Montgomery County Government

Purchasing

Elizabeth L Black
Purchasing Director

350 Pageant Lane
Suite 101-E
Clarksville, Tennessee 37041

Phone: (931) 648-5720
elblack@mcgtn.net

IRAN DIVESTMENT ACT Certification of Non-inclusion

NOTICE: Pursuant to Divestment Act, Tenn. Code Ann. 12-12-106 requires the State of Tennessee Chief Procurement Officer to publish, using creditable information freely available to the public, a list of persons it determines engage in investment activities in Iran, as described in 12-12-105. Inclusion on this list makes a person ineligible to contract with the State of Tennessee; if a person ceases its engagement in investment activities in Iran, it may be removed from the list. A list of entities ineligible to contract in the State of Tennessee Department of General Services or any political subdivision of the State may be found here:

[https://www.tn.gov/assets/entities/generalservices/cpo/attachments/List of persons pursuant to Tenn. Code Ann. 12-12-106, Iran Divestment Act-July.pdf](https://www.tn.gov/assets/entities/generalservices/cpo/attachments/List%20of%20persons%20pursuant%20to%20Tenn.%20Code%20Ann.%2012-12-106,%20Iran%20Divestment%20Act-July.pdf)

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to T.C.A. 12-12-106.

| | |
|---|---------------|
| Vendor Name (Printed) | Address |
| By (Authorized Signature) | Date Executed |
| <i>Printed Name and Title of Person Signing</i> | |



Montgomery County Government

Purchasing

350 Pageant Lane
Suite 101-E
Clarksville, Tennessee 37041

Elizabeth L. Black
Purchasing Director

Phone: (931) 648-5720
elblack@mcgtn.net

Non-Boycott of Israel Act TCA 12-4-1

Concerning the Non-Boycott of Israel Act (TCA 12-4-1 et seq.), by submission of this bid/quote/proposal, it is certified by each supplier and each person signing on behalf of any supplier. In the case of a joint bid/quote/proposal, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each supplier is not boycotting Israel pursuant to § 12-4-1 and will not during the term of any award. **Note: Applicable only to contracts of \$250,000 or more and to suppliers with 10 or more employees.**

The undersigned hereby acknowledges receipt of these affidavits and certifies that submittal in response to this solicitation is in full compliance with the listed requirements. Failure to give proper acknowledge to issues concerning the above is grounds for bid rejection and may subject the signer to penalties as directed by the appropriate laws.

Organization Representative/Designee

Date

Organization Name

Address

Phone



Montgomery County Government

Purchasing

350 Pageant Lane
Suite 101-E
Clarksville, Tennessee 37041

Elizabeth L. Black
Purchasing Agent

Phone: (931) 648-5720
elblack@mcgtn.net

Contract Number

TITLE VI CONTRACT ASSURANCE

It is the policy of Montgomery County Government not to discriminate on the basis of race, color, national origin, age, sex, or disability in its hiring and employment practices; or in admission to, access to, or operation of its programs, services, and activities. With regard to all aspects of this contract, Contractor certifies and warrants it will comply with this policy.

Please Print:

Contractor's Name

Street Address

City

State

Zip Code

Contractor's Phone Number

I, _____, hereby agree to

abide by the Title VI Regulations.

Signature

Date

For Title VI compliance, we ask for voluntary disclosure of the following information:

Ownership Type (please check all that apply):

- ___ African American Owned Business
- ___ Women Minority Owned Business
- ___ Female Owned Business
- ___ Native American Owned Business
- ___ Hispanic Owned Business
- ___ Asian Owned Business
- ___ Disabled Owned Business
- ___ All Others