



**INVITATION TO BID**

**HAUL AND PLACE  
HOT MIX ASPHALT**

**BIDS DUE:**

**Thursday May 15, 2025 – 2:00pm P.S.T.**

**Morrow County Risk and Procurement Manager  
215 NE Main Ave.  
Irrigon, OR 97844**

**[spointer@morrowcountyor.gov](mailto:spointer@morrowcountyor.gov) Attn: Sandi Pointer, Risk &  
Procurement Manager**

**Office 541-989-8166 Cell 541-371-6914 Proposals may be  
delivered in person or via UPS/FedEx**

## INVITATION TO BID

**Morrow County Public Works invites bids for the hauling and placement of hot mix asphalt on two separate roadways: County Road #754 15th and Road No.621 Oregon Road, both located near Irrigon, Oregon.**

### INSTRUCTIONS TO PROPOSERS:

#### IP-1 Time and Place for Receiving Bids

Quotes for the materials described herein will be received by:

#### **Morrow County Risk and Procurement Manager**

215 NE Main Ave.

Irrigon, OR 97844

Email: [spointer@morrowcountyor.gov](mailto:spointer@morrowcountyor.gov)

Attn: Sandi Pointer, Risk & Procurement Manager

A. Office: 541-989-8166 | Cell: 541-371-6914

B. Proposals may be Mailed, delivered in person or via UPS/FedEx.

C. Quotes must be submitted in a **sealed envelope** clearly marked:

**“ITB”**

D. Quotes will be opened on **Thursday, May 15, 2025, at 2:00 p.m. PST** at the Government Center Building (Small Conference Room), 215 NE Main Ave., Irrigon, OR 97844.

E. A pre-offer conference **will not** be held.

#### IP-2 Scope of Work and Materials

The Contractor shall haul and place Hot Mix Asphalt for Morrow County Public Works on two separate roadways located east of Irrigon, Oregon. The work shall consist of furnishing and placing a **2-inch compacted overlay** on the following areas:

1. **15th Road County Rd. #754**
  - Approximate Paved Area: **24 feet wide by 510 feet long**
2. **Oregon Road County Rd. #621**
  - Approximate Paved Area: **22 feet wide by 3,960 feet long**

All work must meet Morrow County Public Works specifications and standards.

- A. Contractor shall use Hot Mix Asphalt as described below.
  - a. ½" ACP Level 3 Hot Mix
  - b. ½" ACP Level 3 Hot Mix Asphalt shall conform to the Oregon Department of Transportation (ODOT) Standard Specifications, Section 00744.
- B. Morrow County estimates quantities of Hot Mix Asphalt at 1,250 tons.
- C. The Contractor shall provide traffic control in accordance with the Oregon Temporary Traffic Control Handbook (2011 Edition), as adopted by the Oregon Department of Transportation and referenced in Oregon Administrative Rule (OAR) 734-020-0005
- D. The Contractor shall supply and place Temporary Pavement Markers at the centerline following the paving of the second lift, with markers spaced at intervals of 40 feet.
- E. Morrow County will place shoulder rock following completion of the paving phase.
- F. Morrow County will supply and apply permanent pavement markings and striping.

### IP-3 Performance Requirements

- A. Contractors must perform work according to the highest industry standard for Road Building.
- B. The Contractor shall perform all paving work in accordance with the 2024 Oregon Standard Specifications for Construction, Section 00744 – Asphalt Concrete Pavement, as published by the Oregon Department of Transportation.
- C. The project in its entirety must be completed by June 30, 2025.
- D. The Contractor's designee and a Morrow County Representative shall agree upon the quality and completeness of the paving portion of the project, including cleanup, prior to the Contractor submitting an invoice to Morrow County.
- E. The Contractor shall perform all paving work in accordance with industry standards for road construction and the **2024 Oregon Standard Specifications for Construction**, Section 00744 – Asphalt Concrete Pavement. Failure to comply with these standards, resulting in defective or unsatisfactory pavement, will require the Contractor to repair or replace the affected sections at their own expense.
- F. Morrow County may require clarification or changes needed to understand the Contractor's project approach.
- G. The awarded bidder will be required to assume responsibility for all services outlined in the Invitation To Bid, whether the bidder produces services or the bidder's sub-contractors produce services.

IP-4 Bid Schedule

Exhibit A

Item No.	Description	Unit	Quantity	Unit Price	Total Cost
1.	Mobilization	lump sum	1	\$	\$
2.	½" 64-22 ACP Level 3	placed tons	1250	\$	\$
3.	Pavement markers	lump sum	1	\$	\$
4.	Traffic control	lump sum	1	\$	\$

**TOTAL BID PRICE \$**

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor’s overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided. Placing hot mix above and beyond 3,300 tons must be approved via email by the public works director [eimes@co.morrow.or.us](mailto:eimes@co.morrow.or.us). Any hot mix, labor, or equipment used to pave above or beyond 3,300 tons without prior approval will not be paid.

Signature: \_\_\_\_\_ Company Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Oregon CCB# \_\_\_\_\_

**IP-5 Contractor's Bonds**

- A. A bid bond is not required for submission of a bid.
- B. A performance bond is not required for this contract.
- C. A payment bond is not required for this contract.

**IP-6 Right to Reject Offers**

Morrow County may reject any offer not in compliance with all prescribed public procurement procedures and requirements, Morrow County may reject for good cause any or all offers upon a finding by the County that it is in the public interest to do so.

**IP-7 Contract Award**

- A. Bids will be evaluated by a committee appointed by Morrow County.
- B. The contract will be awarded to the lowest responsive and responsible bidder.
- C. A decision to award the contract will be made within thirty days of the bid opening or according to the timelines available by the Board of Commissioners.
- D. Protests must be submitted via email to the Risk and Procurement Manager, Sandi Pointer within four business days following the bid opening.

**IP-8 Additional Information and Requirements**

A. The bidder must provide a statement identifying whether they are a resident bidder in accordance with ORS 279A.120.

B. The bidder must provide a certification of compliance with Oregon tax laws in accordance with ORS 305.385.

C. All documents regarding this Invitation to Bid, including all addenda, must be obtained from the Morrow County website under the Bids & RFPs tab (<https://www.co.morrow.or.us/rfps>). Any and all addenda will be posted no later than twenty-four (24) hours prior to the bid closing.

D. Questions regarding the Invitation to Bid must be submitted by email no later than four (4) days prior to bid closing to:

Sandi Pointer, Risk and Procurement Manager

Email: [spointer@morrowcountyor.gov](mailto:spointer@morrowcountyor.gov)

E. The successful bidder shall provide proof of General Liability Insurance coverage. A certificate of insurance naming Morrow County as an additional insured must be submitted prior to the execution of the contract. Minimum coverage limits shall be in accordance with industry standards and are subject to approval by Morrow County Risk Management.

F. If applicable, the project is subject to Oregon Prevailing Wage Rate Law (ORS 279C.800 to 279C.870). The contractor and all subcontractors must pay the applicable prevailing wage rates in effect at the time the contract is executed. The prevailing wage rate publication in effect can be found on the Oregon Bureau of Labor and Industries (BOLI) website. Certified payroll records may be required in accordance with BOLI requirements.



**— ADVERTISEMENT —**

**MORROW COUNTY PUBLIC WORKS  
INVITATION TO BID**

**Morrow County Public Works is requesting sealed bids for the preparation of roadway for paving, including hauling and placing hot mix asphalt. Bids will be evaluated based on the lowest *responsive* and *responsible* bidder.**

**Bid Documents:**

**All documents related to this Invitation to Bid (ITB) must be obtained from the Morrow County website under the Bids & RFPs tab at <https://www.co.morrow.or.us/rfps> Contract terms, conditions, and specifications are also available at this location.**

**Bid Submission Deadline:**

**Bids must be received no later than Thursday, May 15, 2025, at 2:00 p.m. PST. Late submissions will not be accepted.**

**Submission Instructions:**

**Proposals may be submitted in person or delivered via UPS or FedEx to the following address:**

**Morrow County Risk and Procurement Manager  
Attn: Sandi Pointer  
215 NE Main Avenue  
Irrigon, OR 97844  
Contact Information:**

**Sandi Pointer, Risk & Procurement Manager  
Email: [spointer@morrowcountyor.gov](mailto:spointer@morrowcountyor.gov)  
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