



*Real Entertainment. Real Events. Real Exciting!*

August 15, 2022

Date

## NOTICE TO BIDDERS

We are requesting bids for the following:

### **LIVESTOCK FEED & BEDDING SUPPLIES**

Attached are the specifications.

Bidders shall state whether the items(s) and service(s) proposed strictly meet these specifications and if not, they shall list each variation there from.

Sealed bids shall be delivered to the office of the Tulsa County Public Facilities Authority, Southwest Corner of the SageNet Center, 4145 East 21<sup>st</sup> Street, Tulsa, Oklahoma 74114 until 11:00 a.m. on September 9, 2022. Bids shall be submitted in an envelope clearly labeled "Livestock Feed & Bedding Supplies Bid".

Bids will be opened by the TCPFA in the SageNet Center Administrative Office, 4145 East 21<sup>st</sup> Street, Tulsa, Oklahoma, 74114 at 1:00 p.m. on September 9, 2022.

**"Affidavit for Filing with Competitive Bid" form must be signed, notarized, and returned with bid or bid will not be accepted.**

The Tulsa County Public Facilities Authority reserves the right to reject any and all bids and waive informalities or minor irregularities in any bid.

Respectfully yours,

A handwritten signature in black ink that reads "Jessica Booth".

Jessica Booth  
Purchasing Agent



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## **Specifications for Livestock Feed & Bedding Supplies**

**Intent:** The purpose of this bid is to secure a vendor to provide livestock feed and bedding supplies for the Tulsa County Public Facilities Authority (TCPFA). This bid shall be in effect for one year beginning on December 1, 2022 with an option to renew for additional one (1) year term(s).

**General Requirements:** TCPFA has the need to secure a vendor to provide livestock feed and bedding supplies on an as needed basis. Vendors shall keep the following in consideration while bidding these items:

- Vendors shall provide a cost plus percentage for each item listed.
- TCPFA reserves the right to audit cost plus percentage purchases. Upon request, awarded vendor will be required to submit documentation from manufacture or supplier to confirm TCPFA is receiving percentage submitted.
- Pricing shall include all costs associated. This shall include but is not limited to handling, delivery, fuel charges and fees. No additional charges will be accepted.
- Vendors shall bid on as many or as few items as they wish.
- TCPFA reserves the right to award this bid to multiple vendors or to a single vendor.

**Wood Shaving Requirements:** Vendors shall deliver bagged shavings as requested to the Tulsa County Fairgrounds for the purpose to resale to horse show exhibitors during equestrian events. Vendors shall delivery bulk shavings as requested for the setup of events at the Tulsa County Fairgrounds. Vendors shall keep the following in consideration while bidding these items:

- Wood shaving shall be specifically for animal bedding by shaving mill or as off-fall generated in the process of wood products by planing or surfacing lumber. Shavings containing sticks, splinters, paper, plastic, metal or any other contaminates will be rejected.
- Shavings shall be dried with a moisture content of below 15%.
- Shavings shall be screened for dust, providing a material content with less than 20% dust or other residues.
- Fine Pine shavings and packaging shall meet the following requirements:
  - Shavings shall be dust free and absorbent
  - Packaging shall be 5.51 cubic feet. 2.2 compressed.
  - Bags shall be stacked on pallets and shrink wrapped to the pallet to accommodate forklift unloading and easy transport.
- Blended fine and flake shavings and packaging shall meet the following requirements:

- Shavings shall be thin, curly flakes of softwood, preferably pine timber. Blended flake shavings shall be bagged loose or compressed with between 5 and 10 cubic feet of material per bag.
  - 60% of the material shall be larger than ½” but smaller than 1 ½” in length or width. Shaving flakes do not have to be consistent in size.
  - Bags shall be stacked on pallets and shrink wrapped to the pallet to accommodate forklift unloading and easy transport. Each pallet shall contain a minimum of 30 bags, but no more than 50 bags.
- Large flake shavings and packaging shall meet the following requirements:
  - Shavings shall be thin, curly flakes of softwood, preferably pine timber. Large flake shavings shall be bagged loose or compressed with between 5 and 10 cubic feet of material per bag.
  - 60% of the material shall be larger than ¾” but smaller than 1 ½” in length or width. Shavings shall be consistent in size.
  - Bags shall be stacked on pallets and shrink wrapped to the pallet to accommodate forklift unloading and easy transport. Each pallet shall contain a minimum of 30 bags, but no more than 50 bags.
- Bag pine pellets and packaging shall meet the following requirements:
  - Pellets shall be dense, have high absorbency and be odor neutralizing.
  - Packaging shall be in 40 lb bags.
  - Bags shall be stacked on pallets and shrink wrapped to the pallet to accommodate forklift unloading and easy transport.
- Bagged cedar fiber and packaging shall meet the following requirements:
  - Cedar fiber shall be aromatic red cedar with no dust.
  - Bags shall be stacked on pallets and shrink wrapped to the pallet to accommodate forklift unloading and easy transport.
- Bulk loads of shavings shall meet the following requirements:
  - Shavings shall be fine sift.
- Color shavings and packaging shall meet the following requirements:
  - Shavings shall be thin, curly flakes of softwood, preferably pine timber. Large flake shavings shall be bagged loose or compressed with between 5 and 10 cubic feet of material per bag.
  - 60% of the material shall be larger than ¾” but smaller than 1 ½” in length or width. Shavings shall be consistent in size.
  - Bags shall be stacked on pallets and shrink wrapped to the pallet to accommodate forklift unloading and easy transport. Each pallet shall contain a minimum of 30 bags, but no more than 50 bags.



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**Feed Requirements:** Vendors shall deliver alfalfa cubes and hay as requested to the Tulsa County Fairgrounds for the purpose to resale to horse show exhibitors during equestrian events. Vendors shall keep the following in consideration while bidding these items:

- Alfalfa cubes and packaging shall meet the following requirements:
  - Alfalfa cubes shall be fiber not more than 35%, protein not less than 15%, fat not less than 1.5%
  - Packaging shall be in 50lb bags.
  - Bags shall be stacked on pallets and shrink wrapped to the pallet to accommodate forklift unloading and easy transport.
- Bermuda and Prairie Hay and packaging shall meet the following requirements:
  - Hay bales shall be 14" x 18" x 36" with 2 stands of string
  - Packaging shall be in 40-60lb bags.
  - Bags shall be stacked on pallets and shrink wrapped to the pallet to accommodate forklift unloading and easy transport.

**Delivery:** Delivery to the fairgrounds shall be included in the unit price per bag. Vendors shall be able to deliver at a minimum, 1,000 bags and maximum of 4,000 bags of shavings within a 96 hour period.

**References:** Vendors shall provide contact information of three (3) companies that has used your company to provide shavings. Please provide company name, contact name, email and best phone number to reach contact person.

**Inspection:** TCPFA reserves the right to inspect wood shavings at the time of delivery and reject wood shavings that fail to meet specifications at no charge to TCPFA.

**Insurance:** Vendor shall carry and keep in force at all times General Liability in the amount of \$1,000,000, worker's compensation insurance and automobile insurance if driving company vehicles on TCPFA grounds. Certificates of insurance will be required before any work begins. TCPFA will also need to be listed as additionally insured on those certificates.

**Questions:** All questions regarding this bid must be directed to Jessica Booth in writing via email to [jessica@exposquare.com](mailto:jessica@exposquare.com) no later than September 2, 2022 by 5:00 p.m.

**Registration:** Vendors are encouraged to register their participation in this bid by emailing Jessica Booth at [jessica@exposquare.com](mailto:jessica@exposquare.com). Registered vendors be informed of any changes or addendums that may be issued.



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## Livestock Feed & Bedding Pricing Sheet

**Description**

**Cost plus %**

Fine Pine Shavings

\_\_\_\_\_

Blended Fine & Flake Shavings

\_\_\_\_\_

Flake Pine Shavings

\_\_\_\_\_

Pine Pellets

\_\_\_\_\_

Cider Fiber

\_\_\_\_\_

Bulk Shaving Load

\_\_\_\_\_

Color Shavings

\_\_\_\_\_

Alfalfa Cubes

\_\_\_\_\_

Bermuda Hay

\_\_\_\_\_

Prairie Hay

\_\_\_\_\_

**Vendor:** \_\_\_\_\_

**Representative:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone #:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

TULSA COUNTY PUBLIC FACILITIES AUTHORITY  
**AFFIDAVIT FOR FILING WITH COMPETITIVE BID**

\_\_\_\_\_, of lawful age, being first duly sworn, on oath says, that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any Tulsa County Public Facilities Authority official or employee as to quantity, quality or price in the prospective contract, or any other terms of said prospective contract; or in any discussions between bidders and any Tulsa County Public Facilities Authority official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

\_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_

NOTARY PUBLIC

My Commission expires \_\_\_\_\_, \_\_\_\_\_

**NOTE:**

Each competitive bid submitted to a county, school district or municipality must be accompanied by this properly completed Affidavit as required by 74 O.S 1981 § 85.24. Bidder shall be disqualified if Affidavit:

1. Is **not** properly completed.
2. Does **not** accompany bid.