

**RESOLUTION NO. 22 - \_\_\_\_\_**

**BE IT RESOLVED** by the City Council of the City of Huntsville, Alabama, the Mayor be, and he is authorized to accept the low bids meeting specifications and effectuate the following agreements on behalf of the City of Huntsville, a municipal corporation in the State of Alabama, which said agreements are substantially in words and figures similar to those certain documents attached hereto and identified herein below with the date of March 10, 2022 appearing on the margin of the first page, together with the signature of the City Council President and an executed copy of said documents being permanently kept on file in the Office of the City Clerk-Treasurer of the City of Huntsville, Alabama.

**AGREEMENT BETWEEN THE CITY OF HUNTSVILLE AND:**

<u>VENDOR</u>	<u>COMMODITY/SERVICE</u>	<u>AGREEMENT</u>
SiteOne Landscape Supply	Rock Salt & Calcium Chloride	One Year W/Extensions
Cofield Supply & Services, LLC	Crack Sealant	One Year W/Extensions

**ADOPTED** this the 10th day of March, 2022.

\_\_\_\_\_  
President of the City Council of the City of  
Huntsville, Alabama

**APPROVED** this the 10th day of March, 2022.

\_\_\_\_\_  
Mayor of the City of Huntsville, Alabama



# HUNTSVILLE

Finance Department  
Procurement Services Division

## CONTRACT/BID AWARD RECOMMENDATION FORM

TO: Procurement Services DATE: 2/2/2022  
FROM: Chris McNeese DEPT: Public Works Services  
BID #: 26-2022-73-3 COMMODITY/SERVICE: Rock Salt & Calcium Chloride

AGREEMENT BETWEEN CITY OF HUNTSVILLE AND SiteOne Landscape Supply

RECOMMENDATION: It is recommended and in the best interest of the City of Huntsville and based on the overall low bid to award the bid to SiteOne Landscape Supply

DESCRIPTION	PRICE	UOM	COMMENT
Rock Salt Medium Granules 50lb bag (delivered)	9.99	EA	Less than Full Pallet
Rock Salt Medium Granules 50lb bag (delivered)	8.99	EA	Full Pallet
Rock Salt Medium Granules 50lb bag (delivered)	7.50	EA	880 bags (truckload)
Rock Salt Medium Granules 50lb bag (pick up)	9.99	EA	Less than Full Pallet
Rock Salt Medium Granules 50lb bag (pick up)	8.99	EA	Full Pallet
Calcium Chloride 50lb bag (delivered)	13.99	EA	Less than Full Pallet
Calcium Chloride 50lb bag (delivered)	12.99	EA	Full Pallet

INITIAL PURCHASE: \$15,000.00

FUNDING SOURCE: 3020-55-00000-516010-0000000

TERM OF CONTRACT: ☐ One Time  
☒ One Year w/ Additional One Year Extensions as Allowable by State Law  
☐ One Year  
☐ Three Months  
☐ Other (Explain)

### APPROVALS:

My staff and I have complied with all laws, regulations, City of Huntsville Procurement Rules, and the provisions of any contract and/or grant agreements applicable to this procurement process. In addition, my staff and I have not sought by collusion with the recommended Proposer/Bidder to obtain any advantage over any other Proposer/Bidder in this procurement.

Christopher McNeese Digitally signed by Christopher McNeese  
Date: 2022.02.02 09:14:23 -06'00'

Department Head

Date

Tamara M. Yancy Digitally signed by Tamara M. Yancy  
Date: 2022.02.02 19:03:06 -06'00'

2/2/2022

Procurement Manager

Date

Email completed form to Procurement@huntsvilleal.gov



# CONTRACT/BID AWARD RECOMMENDATION FORM

<b>TO:</b>	<u>Procurement Services</u>	<b>DATE:</b>	<u>2/2/2022</u>
<b>FROM:</b>	<u>Chris McNeese</u>	<b>DEPT:</b>	<u>Public Works Services</u>
<b>BID #:</b>	<u>26-2022-73-3</u>	<b>COMMODITY/SERVICE:</b>	<u>Rock Salt &amp; Calcium Chloride</u>

[illegible]



# HUNTSVILLE

Tommy Battle  
Mayor  
**City of Huntsville, Alabama**  
Finance Department  
Procurement Services Division

## **Invitation For Bids Rock Salt and Calcium Chloride**

Invitation for Bid #:	26-2022-73-3
Issue Date:	January 6, 2022
Bid Bond Requirements:	No, a Bid Bond is not required
Certificate of Insurance Requirements:	Yes, a Certificate of Insurance is required
Pre-Bid Teleconference Date and Time:	N/A
Pre-Bid Conference Date:	N/A
Deadline for Questions Date:	January 20, 2022 @ 2:00 PM All questions must be submitted in writing to <a href="mailto:erin.motes@huntsvilleal.gov">erin.motes@huntsvilleal.gov</a>
IFB Closing Date:	January 27, 2022 @ 2:00:00 PM
Post-Closing Bidder Teleconference Date:	N/A
Post-Closing Bidder Presentation/Demonstration Date:	NA
Procurement Services Contact:	Erin Motes <a href="mailto:erin.motes@huntsvilleal.gov">erin.motes@huntsvilleal.gov</a> (256) 427-55056 (256) 427-5059 fax
City Internet Site:	<a href="http://www.huntsvilleal.gov/ebids">www.huntsvilleal.gov/ebids</a>
IFB E-Documents:	N/A
Bid Copies to be Submitted	1 Original, 1 Copy
City File Reference:	Rock Salt and Calcium Chloride 2022

## APPENDIX F BIDDER PRICING FORM

The City reserves the right to make an award in whole or part to one or more Bidders whenever deemed necessary and in the best interest of the City. Per Appendix B-Scope of Work & Related Information, bids will be evaluated on a category basis. All minimum quantities provided are considered to be estimates only.

Bidder must include in its Bid price all labor, supervision, materials, equipment, and tools of the trade required to meet the Contract requirements. Prices quoted shall be in U.S. Dollars, delivered prices, F.O.B. destination, exclusive of all federal or state excise, sales, and manufacturer's taxes. The City will not accept charges for transportation, handling, packaging, installation or out-of-pocket expense other than as specified in the Bid.

Prices quoted to the City shall remain firm for a minimum of ninety (90) days from the date of opening of the bid, unless so stated differently in the bid. If there are discrepancies between unit prices quoted and extensions, the unit price will prevail. The City will be protected against any increase above the price in the bid. Any bid containing an "Escalator Clause" will not be considered unless so stipulated in the Invitation for Bid. Discounts will be considered in determining the lowest responsible bidder, however, any payment term based on less than 30 days will not be considered. Discounts will be figured from the date of acceptance by the City regardless of date of delivery or invoice.

Bidder shall acknowledge receipt of all addenda in the space provided on the Bidder Pricing Form below. Failure to acknowledge receipt of addenda shall not relieve Bidder of full responsibility for all requirements contained in addenda.

We acknowledge receipt of the following addenda: NONE

DESCRIPTION OF GOODS	DELIVERY PRICE		PICK-UP PRICE	
	MIN. QUANTITY	UNIT PRICE	MIN. QUANTITY	UNIT PRICE
<b>I: ROCK SALT MEDIUM SIZE GRANULES - 50LB BAG</b>	#ME-050 Melt -It Granular Ice Melt 50 lbs.			
Less Than Full Pallet	1	9.99	1	9.99
Full Pallet	49	8.99	49	8.99
880 Bag Single Order	882 <del>880</del>	7.50	N/A	N/A
Delivery Schedule (MAX 10 DAYS ARO)	2-10 days ARO			
<b>II: CALCIUM CHLORIDE - 50LB BAG</b>	#092033 Lava Melt Granular Calcium Chloride 50 lbs.			
Less Than Full Pallet	1	13.99	1	13.99
Full Pallet	49	12.99	49	12.99
880 Bag Single Order	882 <del>880</del>	10.50	N/A	N/A
Delivery Schedule (MAX 10 DAYS ARO)	2-10 days ARO			
• List All Step Pricing Between Minimum Order And 880 Bag Order				

This Price Bid Form is hereby submitted by the undersigned:

**SiteOne Landscape Supply**

Printed legal name of Bidder

**Keith McGinty** *DIRECTOR*

Printed name of individual/corporate officer/general  
partner/joint venturer AND Title

Signature

Date

*1/20/22*

## APPENDIX H

### CITY OF HUNTSVILLE, ALABAMA REPORT OF OWNERSHIP FORM

**A. General Information.** Please provide the following information:

- Legal name(s) (include "doing business as", if applicable): \_\_\_\_\_
- City of Huntsville current taxpayer identification number (if available): \_\_\_\_\_  
(Please note that if this number has been assigned by the City and if you are renewing your business license, the number should be listed on the renewal form.)

**B. Type of Ownership.** Please complete the un-shaded portions of the following chart by checking the appropriate box below and entering the appropriate Entity I.D. Number, if applicable (for an explanation of what an entity number is, please see paragraph C below):

Type of Ownership (check appropriate box)	Entity I. D. Number & Applicable State
<input type="checkbox"/> Individual or Sole Proprietorship	Not Applicable
<input type="checkbox"/> General Partnership	Not Applicable
<input type="checkbox"/> Limited Partnership (LP)	Number & State:
<input type="checkbox"/> Limited Liability Partnership (LLP)	Number & State:
<input type="checkbox"/> Limited Liability Company (LLC) (Single Member)	Number & State:
<input checked="" type="checkbox"/> LLC (Multi-Member)	Number & State: 921-162, DE
<input type="checkbox"/> Corporation	Number & State:
<input type="checkbox"/> Other, please explain:	Number & State (if a filing entity under state law):

**C. Entity I.D. Numbers.** If an Entity I.D. Number is required and if the business entity is registered in this state, the number is available through the website of Alabama's Secretary of State at: [www.sos.state.al.us/](http://www.sos.state.al.us/), under "Government Records". If a foreign entity is not registered in this state please provide the Entity I.D. number (or other similar number by whatever named called) assigned by the state of formation along with the name of the state.

**D. Formation Documents.** Please note that, with regard to entities, the entity's formation documents, including articles or certificates of incorporation, organization, or other applicable formation documents, as recorded in the probate records of the applicable county and state of formation, are not required unless: (1) specifically requested by the City, or (2) an Entity I.D. Number is required and one has not been assigned or provided.

Please date and sign this form in the space provided below and either write legibly or type your name under your signature. If you are signing on behalf of an entity please insert your title as well.

Signature:  Title (if applicable): DIRECTOR  
Type or legibly write name: Keith McGinty Date: 1/20/22

**APPENDIX C**  
**BIDDER INFORMATION & ACKNOWLEDGEMENTS**

**1. BIDDER INFORMATION**

Business Organization

Name of Proposer (exactly as it would appear on an agreement):

**SiteOne Landscape Supply**

Doing-Business-As Name of Proposer:

Principal Office Address:

*300 Colonial Center Parkway, Suite 600*  
*Roswell, GA 30076*

Telephone Number:

*216. 706. 9250 ext 2*

Fax Number:

*248. 581. 1433*

Form of Business Entity [check one ("X")]

Corporation

☒

Partnership

☐

Individual

☐

Joint Venture

☐

Other (describe):

☐

Corporation Statement

If a corporation, answer the following:

Date of incorporation:

*5/11/01*

Location of incorporation:

*DELAWARE*

The corporation is held:

Publicly ☒ Privately ☐

Names and titles of corporate officers:

*Please see attached*

Partnership Statement

If a partnership, answer the following:



Date of organization: \_\_\_\_\_  
Location of organization: \_\_\_\_\_  
The partnership is: General \_\_\_ Limited \_\_\_

Name, address, and ownership share of each general partner owning more than five percent (5%) of the partnership:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### Joint Venture Statement

If a Joint Venture, answer the following:

Date of organization: \_\_\_\_\_  
Location of organization: \_\_\_\_\_  
JV Agreement recorded? Yes \_\_\_ No \_\_\_

Name, address of each Joint Venturer and percent of ownership of each:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **2. CITY OF HUNTSVILLE EMPLOYEE, MEMBER OF HOUSEHOLD OR BUSINESS ASSOCIATE**

Code of Ala. 1975§36-25-11 requires that contracts entered into with a public official, a public employee, a member of the household of the public official or public employee, or a business with which a public official or public employee associates be filed with the Alabama Ethic Commission. If you are awarded the contract, and if you are a City employee, or if a member of your household is a City employee or public official, or if your business associates with a City employee or public official, you must comply with the provisions of Code al Ala. 1975§36-25-11.

City Employee Yes \_\_\_ No ☒  
If "Yes," Department \_\_\_\_\_

Member of Household City Employee Yes \_\_\_ No ☒  
If "Yes," Name (s) \_\_\_\_\_

Anyone associated with your company a City Employee Yes \_\_\_ No ☒  
If "Yes," Name (s) \_\_\_\_\_

## **3. CONTRACTOR E-VERIFY – NOTICE**

The Beason-Hammon Alabama Taxpayer and Citizen Protection Act, Act No. 2011-535, Code of Alabama (1975) § 31-13-1 through 31-13-30 (also known as and hereinafter referred to as "the Alabama Immigration Act") as amended by Act No. 2012-491 on May 16, 2012 is applicable to all competitively bid contracts with the City of Huntsville. As a condition for the award of a contract and as a term and condition of the contract with the City of Huntsville, in

accordance with § 31-13-9 (a) of the Alabama Immigration Act, as amended, any business entity or employer that employs one or more employees shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama.

During the performance of the contract, such business entity or employer shall participate in the E-Verify program and shall verify every employee that is required to be verified according to the applicable federal rules and regulations. The business entity or employer shall assure that these requirements are included in each subcontract in accordance with §31-13-9(c). Failure to comply with these requirements may result in breach of contract, termination of the contract or subcontract, and possibly suspension or revocation of business licenses and permits in accordance with §31-13-9 (e) (1) & (2).

Code of Alabama (1975) § 31-13-9 (k) requires that the following clause be included in all City of Huntsville contracts that have been competitively bid and is hereby made a part of this contract:

"By signing this contract the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom."


#### 4. ACKNOWLEDGEMENTS

I hereby certify that I have read and understand the City of Huntsville's General Terms and Conditions. I hereby certify that I agree to comply with all of the General Terms and Conditions of this IFB. I also understand that the General Terms & Conditions are standard and that any contradicting requirements of the IFB supercede.

I affirm that I have not been in any agreement or collusion among Proposers or prospective Proposers in restraint of freedom of competition.

Upon award of this bid, I will not substitute any item on this bid under any circumstances.

By signing this submittal, the Bidder represents and agrees that it is not currently engaged in, nor will it engage in, any boycott of a person or entity based in or doing business with a jurisdiction with which the State of Alabama can enjoy open trade.

  
Signature of Proposer  
**Keith McGinty**  
Print or Type Name of Proposer  
1/20/22  
Date

**SiteOne Landscape Supply**  
Legal  
1385 East 56th Street  
Cleveland, Ohio 44114  
Mailing Address

City State Zip Code

216.706.9250 248.581.1433  
Phone Fax

**bids@SiteOne.com**

Email Address

WWW.SITEONE.COM  
Website Address



# Alabama Secretary of State



SiteOne Landscape Supply LLC	
Entity ID Number	000 - 921 - 162
Entity Type	Foreign Limited Liability Company
Principal Address	5610 MCGINNIS FERRY RD ALPHARETTA, GA 30005
Principal Mailing Address	5610 MCGINNIS FERRY RD ALPHARETTA, GA 30005
Status	Exists
Place of Formation	Delaware
Formation Date	05/11/2001
Qualify Date	01/31/2002
Registered Agent Name	C T CORPORATION SYSTEM
Registered Office Street Address	2 NORTH JACKSON ST., SUITE 605 MONTGOMERY, AL 36104
Registered Office Mailing Address	2 NORTH JACKSON ST., SUITE 605 MONTGOMERY, AL 36104
Nature of Business	
<b>Annual Reports</b>	
Annual Report information is filed and maintained by the Alabama Department of Revenue. If you have questions about any of these filings, please contact Revenue's Business Privilege Tax Division at 334-242-1170 or <a href="http://www.revenue.alabama.gov">www.revenue.alabama.gov</a> . The Secretary of State's Office cannot answer questions about or make changes to these reports.	
Report Year	<a href="#">2001</a> <a href="#">2002</a> <a href="#">2003</a> <a href="#">2004</a> <a href="#">2005</a> <a href="#">2006</a> <a href="#">2007</a> <a href="#">2008</a> <a href="#">2009</a> <a href="#">2010</a> <a href="#">2011</a> <a href="#">2012</a> <a href="#">2017</a> <a href="#">2018</a> <a href="#">2019</a> <a href="#">2020</a>
<b>Transactions</b>	
Transaction Date	03/08/2010
Registered Agent Changed From	THE CORPORATION COMPANY 2000 INTERSTATE PARK DR STE 204 MONTGOMERY, AL 36109
Transaction Date	10/22/2013
Legal Name Changed From	John Deere Landscapes, Inc.
Transaction Date	10/22/2013
Miscellaneous Filing Entry	CONVERSION FROM F/C FILED
Transaction Date	10/22/2013
Miscellaneous Filing Entry	Conversion Effective 09-25-2013
Transaction Date	10/13/2015
Legal Name Changed From	John Deere Landscapes LLC

SiteOne Landscape Supply LLC	
Transaction Date	05/23/2016
Legal Name Merged	Shemin Nurseries, Inc.
Transaction Date	05/23/2016
Miscellaneous Filing Entry	Merger Effective 02-08-2016 @ 11:59 p.m.
Scanned Documents	
Document Date / Type / Pages	<u>01/31/2002</u> Certificate of Formation 2 pgs.
Document Date / Type / Pages	<u>03/08/2010</u> Registered Agent Change 1 pg.
Document Date / Type / Pages	<u>10/22/2013</u> Conversion 6 pgs.
Document Date / Type / Pages	<u>10/13/2015</u> Articles of Amendment 3 pgs.
Document Date / Type / Pages	<u>05/23/2016</u> Merger 7 pgs.

[Browse Results](#)
[New Search](#)



Company ID Number: 760915

Approved by:

<b>Employer</b> SiteOne Landscape Supply, LLC	
<b>Name (Please Type or Print)</b> Kathy E White	<b>Title</b>
<b>Signature</b> Electronically Signed	<b>Date</b> 03/04/2014
<b>Department of Homeland Security – Verification Division</b>	
<b>Name (Please Type or Print)</b> USCIS Verification Division	<b>Title</b>
<b>Signature</b> Electronically Signed	<b>Date</b> 03/05/2014

Company ID Number: 760915

Information Required for the E-Verify Program	
Information relating to your Company:	
Company Name	SiteOne Landscape Supply, LLC
Company Facility Address	300 Colonial Center Pkwy Ste 600 Roswell, GA 30076
Company Alternate Address	
County or Parish	FULTON
Employer Identification Number	364485550
North American Industry Classification Systems Code	424
Parent Company	
Number of Employees	2,500 to 4,999
Number of Sites Verified for	401

Company ID Number: 760915

**Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:**

ALABAMA	7 site(s)
ARKANSAS	1 site(s)
ARIZONA	5 site(s)
CALIFORNIA	37 site(s)
COLORADO	5 site(s)
CONNECTICUT	9 site(s)
DELAWARE	2 site(s)
FLORIDA	48 site(s)
GEORGIA	15 site(s)
IOWA	2 site(s)
IDAHO	3 site(s)
ILLINOIS	13 site(s)
INDIANA	10 site(s)
KANSAS	5 site(s)
KENTUCKY	3 site(s)
LOUISIANA	1 site(s)
MASSACHUSETTS	19 site(s)
MARYLAND	12 site(s)
MAINE	1 site(s)
MICHIGAN	18 site(s)
MINNESOTA	7 site(s)
MISSOURI	7 site(s)
MISSISSIPPI	1 site(s)
NORTH CAROLINA	20 site(s)
NEBRASKA	3 site(s)
NEW HAMPSHIRE	3 site(s)
NEW JERSEY	18 site(s)
NEW MEXICO	1 site(s)
NEVADA	1 site(s)
NEW YORK	15 site(s)
OHIO	15 site(s)
OKLAHOMA	4 site(s)
OREGON	4 site(s)
PENNSYLVANIA	12 site(s)
RHODE ISLAND	1 site(s)
SOUTH CAROLINA	12 site(s)
SOUTH DAKOTA	1 site(s)
TENNESSEE	10 site(s)
TEXAS	25 site(s)
UTAH	4 site(s)
VIRGINIA	11 site(s)
WASHINGTON	5 site(s)
WISCONSIN	5 site(s)

Company ID Number: 760915

**Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:**

Name Samantha McGown  
Phone Number (470) 277 - 7110  
Fax Number (770) 740 - 8541  
Email Address smcgown@siteone.com

Name Kathy E White  
Phone Number (770) 255 - 2143  
Fax Number (770) 740 - 8541  
Email Address kewwhite@johndeerelandscapes.com





# HUNTSVILLE

Finance Department  
Procurement Services Division

## CONTRACT/BID AWARD RECOMMENDATION FORM

TO: Procurement DATE: March 1, 2022  
FROM: Chris McNeese DEPT: Public Works Services  
BID #: 32-2022-73-3 COMMODITY/SERVICE: Crack Sealant

AGREEMENT BETWEEN CITY OF HUNTSVILLE AND Cofield Supply & Service, LLC

RECOMMENDATION: It is recommended that Cofield Supply & Service, LLC be awarded the bid as they were the overall low and responsive bidder.

DESCRIPTION	PRICE	UOM	COMMENT
30lb Bags on Pallett (2100 lbs)	.72	LB	
20 pallet Bulk Deliver per Truck (42,000 lbs)	.66	LB	

INITIAL PURCHASE: \$15,000.00

FUNDING SOURCE: 3020-55-00000-516010-0000000

TERM OF CONTRACT: ☐ One Time  
☒ One Year w/ Additional One Year Extensions as Allowable by State Law  
☐ One Year  
☐ Three Months  
☐ Other (Explain)

### APPROVALS:

My staff and I have complied with all laws, regulations, City of Huntsville Procurement Rules, and the provisions of any contract and/or grant agreements applicable to this procurement process. In addition, my staff and I have not sought by collusion with the recommended Proposer/Bidder to obtain any advantage over any other Proposer/Bidder in this procurement.

Christopher McNeese  
Digitally signed by Christopher McNeese  
Date: 2022.03.01 09:39:39 -06'00'

Department Head

Date

Tamara M. Yancy  
Digitally signed by Tamara M. Yancy  
Date: 2022.03.01 11:24:45 -06'00'

3/1/2022

Procurement Manager

Date

Email completed form to [Procurement@huntsvilleal.gov](mailto:Procurement@huntsvilleal.gov)



# HUNTSVILLE

Tommy Battle  
Mayor  
**City of Huntsville, Alabama**  
Finance Department  
Procurement Services Division

## **Invitation For Bids Crack Sealant**

Invitation for Bid #:	32-2022-73-3
Issue Date:	February 3, 2022
Bid Bond Requirements:	No, a Bid Bond is not required
Certificate of Insurance Requirements:	Yes, a certificate of Insurance is required
Pre-Bid Teleconference Date and Time:	N/A
Pre-Bid Conference Date:	N/A
Deadline for Questions Date:	February 17, 2022 @ 2:00 PM All questions must be submitted in writing to <a href="mailto:erin.motes@huntsvilleal.gov">erin.motes@huntsvilleal.gov</a>
IFB Closing Date:	February 24, 2022 @ 2:00:00 PM
Post-Closing Bidder Teleconference Date:	N/A
Post-Closing Bidder Presentation/Demonstration Date:	NA
Procurement Services Contact:	Erin Motes <a href="mailto:erin.motes@huntsvilleal.gov">erin.motes@huntsvilleal.gov</a> (256) 427-5056 (256) 427-5059 fax
City Internet Site:	<a href="http://www.huntsvilleal.gov/ebids">www.huntsvilleal.gov/ebids</a>
IFB E-Documents:	N/A
Bid Copies to be Submitted	1 Original, 1 Copy
City File Reference:	Crack Sealant 2022

## APPENDIX D DETAILED REQUIREMENTS CHECKLIST

The following specifications are being provided to potential bidders as guidelines which describe the minimum type and quality of product the City of Huntsville is requiring. The Bidder must indicate compliance or list exceptions to each specification item for consideration and/or acceptance. Failure to comply with this provision shall be cause for rejection of the bid as non-responsive.

### VENDOR COMPLIANCE

#### SEALANT MATERIAL SPECIFICATION CONFORMANCE

YES ☒ NO ☐

Specification limits for Sealant Material when heated in accordance with ASTM D5078 to the maximum heating temperature are as follows:

#### **Test Recommended Specification**

Cone Penetration (ASTM D5329)	20-40
Resilience (ASTM D5329)	30% min.
Softening Point (ASTM D36)	210°F (99°C) min.
Ductility, 77F (25C) (ASTM D113)	30 cm min.
Flexibility, 1/8" (3.2 mm) specimen, 90° bend, 10 sec., 1" (25 mm) mandrel (ASTM D3111 Modified)	Pass at 30°F (-1°C)
Flow 140°F (60°C), 5 h (ASTM D5329)	3 mm max
Viscosity, 400°F (204°C) (ASTM D2669)	100 Poise max.
Asphalt Compatibility (ASTM D5329)	Pass
Bitumen Content (ASTM D4)	60% min
Tensile Adhesion, 1" (25.4 mm) thickness (ASTM D5329)	400% min.
Maximum Heating Temperature	400°F (204°C)
Minimum Application Temperature	380°F (193°C)
Unit Weight	10.5 lbs per gallon

#### SEALANT MATERIAL PACKAGING

#### VENDOR COMPLIANCE

1. Product shall be supplied in 30 lb. (13.6 kg) completely meltable packages that are interlock stacked on pallets containing 2100 lb. (952 kg) of product or supplied by the truckload containing 20 pallets and 42,000 lb. (19050.8 kg) of product.	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
2. The individual packages and palletized unit shall not contain any cardboard components to open, empty, handle, or dispose of.	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
3. Packages shall be labeled in accordance with OSHA, GHS and ASTM requirements. The packages and palletized unit shall be water and weather resistant and shall be able to be stored outside.	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
4. The individual packages of product shall be encased in a high-strength, low-density, protective covering that quickly melts into the product at normal use temperatures without affecting product installation characteristics or specification conformance.	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

**VENDOR COMPLIANCE**  
YES ~~\_\_\_\_\_~~ NO \_\_\_\_\_

5. The protective covering shall not weigh more than 0.50% of the product weight and shall have the following properties:

Thickness (ASTM D1777, 7.15 psi, 0.625 in. dia. presser)	0.004-0.008 in. (0.10-0.20 mm)
Puncture Resistance (ASTM E 154)	75 lb. (334N) min
Tensile Strength (ASTM D5035, cut strip, 2 in. /min)	20 lb. /in. (35N/cm) min
Density (ASTM D792)	0.50 g/cc maximum

## APPENDIX F BIDDER PRICING FORM

The City reserves the right to make an award in whole or part to one or more Bidders whenever deemed necessary and in the best interest of the City. Per Appendix B-Scope of Work & Related Information, bids will be evaluated on a category basis. All minimum quantities provided are considered to be estimates only.

Bidder must include in its Bid price all labor, supervision, materials, equipment, and tools of the trade required to meet the Contract requirements. Prices quoted shall be in U.S. Dollars, delivered prices, F.O.B. destination, exclusive of all federal or state excise, sales, and manufacturer's taxes. The City will not accept charges for transportation, handling, packaging, installation or out-of-pocket expense other than as specified in the Bid.

Prices quoted to the City shall remain firm for a minimum of ninety (90) days from the date of opening of the bid, unless so stated differently in the bid. If there are discrepancies between unit prices quoted and extensions, the unit price will prevail. The City will be protected against any increase above the price in the bid. Any bid containing an "Escalator Clause" will not be considered unless so stipulated in the Invitation for Bid. Discounts will be considered in determining the lowest responsible bidder, however, any payment term based on less than 30 days will not be considered. Discounts will be figured from the date of acceptance by the City regardless of date of delivery or invoice.

Bidder shall acknowledge receipt of all addenda in the space provided on the Bidder Pricing Form below. Failure to acknowledge receipt of addenda shall not relieve Bidder of full responsibility for all requirements contained in addenda.

We acknowledge receipt of the following addenda: Crack Sealant

A. 30 lb. Bags on Pallet (2100lb)

\$ 0.72

B. 20 pallet Bulk Delivery Per Truck (42,000lbs.)

\$ 0.66

This Price Bid Form is hereby submitted by the undersigned:

Cotfield Supply and Service LLC  
Amy Cotfield  
Printed legal name of Bidder

Amy Cotfield - owner/mbr  
Printed name of individual/corporate officer/general partner/joint venturer AND Title

Amy Cotfield  
Signature

2/15/22  
Date

## APPENDIX H

### CITY OF HUNTSVILLE, ALABAMA REPORT OF OWNERSHIP FORM

**A. General Information.** Please provide the following information:

- Legal name(s) (include "doing business as", if applicable): Cofield Supply and Service
- City of Huntsville current taxpayer identification number (if available): 842577487  
(Please note that if this number has been assigned by the City and if you are renewing your business license, the number should be listed on the renewal form.)

**B. Type of Ownership.** Please complete the un-shaded portions of the following chart by checking the appropriate box below and entering the appropriate Entity I.D. Number, if applicable (for an explanation of what an entity number is, please see paragraph C below):

Type of Ownership (check appropriate box)	Entity I. D. Number & Applicable State
<input type="checkbox"/> Individual or Sole Proprietorship	Not Applicable
<input type="checkbox"/> General Partnership	Not Applicable
<input type="checkbox"/> Limited Partnership (LP)	Number & State:
<input type="checkbox"/> Limited Liability Partnership (LLP)	Number & State:
<input type="checkbox"/> Limited Liability Company (LLC) (Single Member)	Number & State:
<input checked="" type="checkbox"/> LLC (Multi-Member)	Number & State: <u>842577487 - Alabama</u>
<input type="checkbox"/> Corporation	Number & State:
<input type="checkbox"/> Other, please explain:	Number & State (if a filing entity under state law):

**C. Entity I.D. Numbers.** If an Entity I.D. Number is required and if the business entity is registered in this state, the number is available through the website of Alabama's Secretary of State at: [www.sos.state.al.us/](http://www.sos.state.al.us/), under "Government Records". If a foreign entity is not registered in this state please provide the Entity I.D. number (or other similar number by whatever named called) assigned by the state of formation along with the name of the state.

**D. Formation Documents.** Please note that, with regard to entities, the entity's formation documents, including articles or certificates of incorporation, organization, or other applicable formation documents, as recorded in the probate records of the applicable county and state of formation, are not required unless: (1) specifically requested by the City, or (2) an Entity I.D. Number is required and one has not been assigned or provided.

Please date and sign this form in the space provided below and either write legibly or type your name under your signature. If you are signing on behalf of an entity please insert your title as well.

Signature: Amy Cofield Title (if applicable): owner/mbr  
Type or legibly write name: Amy Cofield Date: 2/15/22



# Alabama Secretary of State



Cofield Supply and Service LLC	
Entity ID Number	000 - 581 - 565
Entity Type	Domestic Limited Liability Company
Principal Address	Not Provided
Principal Mailing Address	Not Provided
Status	Exists
Place of Formation	Talladega County
Formation Date	07/15/2019
Registered Agent Name	COFIELD, ANGELENA
Registered Office Street Address	1412 OLD SCHOOL ROAD MUNFORD, AL 36268
Registered Office Mailing Address	1412 OLD SCHOOL ROAD MUNFORD, AL 36268
Nature of Business	
<b>Annual Reports</b>	
<p>Annual Report information is filed and maintained by the Alabama Department of Revenue. If you have questions about any of these filings, please contact Revenue's Business Privilege Tax Division at 334-242-1170 or <a href="http://www.revenue.alabama.gov">www.revenue.alabama.gov</a>. The Secretary of State's Office cannot answer questions about or make changes to these reports.</p>	
Report Year	<u>2020</u> <u>2021</u>
<b>Transactions</b>	
Transaction Date	07/19/2019
Miscellaneous Filing Entry	New Entity Effective 07-15-2019 10:32
<b>Scanned Documents</b>	
Document Date / Type / Pages	<u>07/19/2019</u> <u>Certificate of Formation</u> <u>3 pgs.</u>

[Browse Results](#)
[New Search](#)

**APPENDIX C**  
**BIDDER INFORMATION & ACKNOWLEDGEMENTS**

**1. BIDDER INFORMATION**

Business Organization

Name of Proposer (exactly as it would appear on an agreement):

Cotfield Supply and Service, LLC

Doing-Business-As Name of Proposer:

Cotfield Supply and Service, LLC

Principal Office Address:

1412 Old School Rd.

Munford, AL 36268

Telephone Number:

256-624-6711

Fax Number:

N/A

Form of Business Entity [check one ("X")]

Corporation

Partnership

Individual

Joint Venture

Other (describe):

X

Corporation Statement

If a corporation, answer the following:

Date of incorporation:

Location of incorporation:

The corporation is held:

Publicly \_\_\_ Privately \_\_\_

Names and titles of corporate officers:

Partnership Statement

If a partnership, answer the following:



Date of organization:  
Location of organization:  
The partnership is:

July 15, 2019  
1412 Old School Rd., Munford, AL 36268  
General ☐ Limited ☒

Name, address, and ownership share of each general partner owning more than five percent (5%) of the partnership:

Amy Cofield - 1412 Old School Rd., Munford, AL 36268 - 35%  
Angelena Cofield - 1412 Old School Rd., Munford, AL 36268 - 35%  
Johnnie (Mark) Cofield - 1412 Old School Rd., Munford, AL 36268 - 30%

#### Joint Venture Statement

If a Joint Venture, answer the following:

Date of organization:  
Location of organization:  
JV Agreement recorded?

Yes ☐ No ☐

Name, address of each Joint Venturer and percent of ownership of each:

## 2. CITY OF HUNTSVILLE EMPLOYEE, MEMBER OF HOUSEHOLD OR BUSINESS ASSOCIATE

Code of Ala. 1975§36-25-11 requires that contracts entered into with a public official, a public employee, a member of the household of the public official or public employee, or a business with which a public official or public employee associates be filed with the Alabama Ethic Commission. If you are awarded the contract, and if you are a City employee, or if a member of your household is a City employee or public official, or if your business associates with a City employee or public official, you must comply with the provisions of Code al Ala. 1975§36-25-11.

City Employee  
If "Yes," Department

Yes ☐ No ☒

Member of Household City Employee  
If "Yes," Name (s)

Yes ☐ No ☒

Anyone associated with your  
company a City Employee  
If "Yes," Name (s)

Yes ☐ No ☒

## 3. CONTRACTOR E-VERIFY - NOTICE

The Beason-Hammon Alabama Taxpayer and Citizen Protection Act, Act No. 2011-535, Code of Alabama (1975) § 31-13-1 through 31-13-30 (also known as and hereinafter referred to as "the Alabama Immigration Act") as amended by Act No. 2012-491 on May 16, 2012 is applicable to all competitively bid contracts with the City of Huntsville. As a condition for the award of a contract and as a term and condition of the contract with the City of Huntsville, in

accordance with § 31-13-9 (a) of the Alabama Immigration Act, as amended, any business entity or employer that employs one or more employees shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama.

During the performance of the contract, such business entity or employer shall participate in the E-Verify program and shall verify every employee that is required to be verified according to the applicable federal rules and regulations. The business entity or employer shall assure that these requirements are included in each subcontract in accordance with §31-13-9(c). Failure to comply with these requirements may result in breach of contract, termination of the contract or subcontract, and possibly suspension or revocation of business licenses and permits in accordance with §31-13-9 (e) (1) & (2).

Code of Alabama (1975) § 31-13-9 (k) requires that the following clause be included in all City of Huntsville contracts that have been competitively bid and is hereby made a part of this contract:

"By signing this contract the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom."

#### 4. ACKNOWLEDGEMENTS

I hereby certify that I have read and understand the City of Huntsville's General Terms and Conditions. I hereby certify that I agree to comply with all of the General Terms and Conditions of this IFB. I also understand that the General Terms & Conditions are standard and that any contradicting requirements of the IFB supercede.

I affirm that I have not been in any agreement or collusion among Proposers or prospective Proposers in restraint of freedom of competition.

Upon award of this bid, I will not substitute any item on this bid under any circumstances.

By signing this submittal, the Bidder represents and agrees that it is not currently engaged in, nor will it engage in, any boycott of a person or entity based in or doing business with a jurisdiction with which the State of Alabama can enjoy open trade.

Amy Cofield  
Signature of Proposer

Amy Cofield  
Print or Type Name of Proposer

2/15/22  
Date

Cofield Supply and Service, LLC  
Legal Name of Firm

1412 Old School Rd.  
Mailing Address

Munford, AL 36268  
City State Zip Code

256-624-6711  
Phone Fax

shop@cofieldstore.com  
Email Address

www.cofieldstore.com  
Website Address

Company ID Number: 1524600

Approved by:

<b>Employer</b> Cofield Supply and Service	
<b>Name (Please Type or Print)</b> ANGELENA COFIELD	<b>Title</b>
<b>Signature</b> Electronically Signed	<b>Date</b> 03/26/2020
<b>Department of Homeland Security – Verification Division</b>	
<b>Name (Please Type or Print)</b> USCIS Verification Division	<b>Title</b>
<b>Signature</b> Electronically Signed	<b>Date</b> 03/26/2020

Company ID Number: 1524600

## Information Required for the E-Verify Program

### Information relating to your Company:

Company Name	Cofield Supply and Service
Company Facility Address	1412 Old School Road Munford, AL 36268
Company Alternate Address	
County or Parish	TALLADEGA
Employer Identification Number	842577487
North American Industry Classification Systems Code	444
Parent Company	COFIELD SUPPLY AND SERVICE LLC
Number of Employees	1 to 4
Number of Sites Verified for	1

**Company ID Number: 1524600**

**Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:**

**ALABAMA**

**1 site(s)**

Company ID Number: 1524600

**Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:**

Name ANGELENA COFIELD  
Phone Number (256) 624 - 6711  
Fax Number  
Email Address shop@cofieldstore.com

Name AMY COFIELD  
Phone Number (256) 624 - 6711  
Fax Number  
Email Address shop@cofieldstore.com

Name ANGELENA COFIELD  
Phone Number (256) 624 - 6711  
Fax Number  
Email Address shop@cofieldstore.com