



**INVITATION TO BID  
2025-006  
KITSAP COUNTY DEPARTMENT OF PUBLIC WORKS  
ER&R DIVISION**

**ASPHALT EMULSION FOR 2025**

**BID SUBMISSION DATE & TIME:** THURSDAY, FEBRUARY 27<sup>TH</sup> 2025 AT 2:30 P.M.

**Mailing Address:**

614 Division Street MS-7  
Port Orchard, WA 98366

**Physical Address:**

4<sup>th</sup> Floor Administration Building  
619 Division Street  
Port Orchard, WA 98366

**BID OPENING DATE & TIME:**

THURSDAY, February 27<sup>TH</sup> 2025 AT 3:00 P.M.

KITSAP COUNTY ADMINISTRATION BUILDING  
COMMISSIONERS CHAMBERS  
619 Division Street  
Port Orchard, WA. 98366

**NOTICE IS HEREBY GIVEN** that the Kitsap County Purchasing Office will receive sealed bids for furnishing Asphalt Emulsion(S) before the date and time indicated above at the Kitsap County Administration Building, 619 Division Street, Port Orchard, Washington. Bids will be publicly opened and read aloud in the Kitsap County Administration building, Commissioners Chambers, located at 619 Division Street, Port Orchard, Washington. After the review process has been completed, a bid tabulation will be available for public inspection.

**NOTICE TO BIDDERS**

Bidders must correctly prepare and submit all required documents to the Kitsap County Purchasing Office. The following documents are required for a complete bid package. Every item must be complete

in all respects, including authorized signatures. Bidders shall acknowledge receipt of all addenda in the spaces provided. Failure to include all items may be cause for the bid to be considered irregular and thereby rejected:

Certificate of Liability Insurance  
Washington State Contractor's Registration  
Bid Sheet  
Addendum Receipt, if any

Each bid shall be submitted in separate envelope, and sealed when mailed or hand delivered. The bid number and title of the project (as indicated above), the date & time of the bid opening, and the name & address of the bidder shall be clearly shown on the outside of the envelope. You may respond by mail or hand-deliver to the Kitsap County Purchasing Office.

The Kitsap County Purchasing Office reserves the right to reject any or all bids for good cause, in whole or in part, to waive any irregularities in any bid, and to delete certain items listed in the bid as set forth herein. In the event that all bids are rejected, the Purchasing Office may call for new bids.

Kitsap County will award to the most responsible Bidder submitting the most advantageous bid to the County based on the quantities identified in the proposal. The most advantageous bid to the County is determined from the unit price, transportation costs, and product availability.

This invitation to bid does not commit Kitsap County to pay any costs incurred by any Bidder in the submission of a proposal, or in making necessary studies or design for the preparation thereof, or for procuring or contracting for the items to be furnished under the invitation to bid.

**Please submit by mail to:**

Glen McNeill, PS  
Kitsap County Purchasing Office  
614 Division Street, MS-7  
Port Orchard, WA 98366

**OR**

**For hand delivery, express, or courier:**

Glen McNeill, PS  
Kitsap County Administration Building  
Purchasing Office – Fourth Floor  
619 Division Street  
Port Orchard, WA 98366

Additional information may be found in the Kitsap County website

<https://www.kitsapgov.com/das/Pages/Online-Bids.aspx>. For answers to questions, please email Glen McNeill at [gsmcneill@kitsap.gov](mailto:gsmcneill@kitsap.gov)

**COOPERATIVE PURCHASING**

The Washington State Inter-local Cooperative Act 39.84 provides that other governmental agencies may purchase goods and services on this solicitation or contract in accordance with the terms and prices indicated, if all parties are willing.

**Bids received after 2:30 P.M. THURSDAY, February 27<sup>TH</sup>, 2025 will not be considered.**

## **DESCRIPTION OF WORK**

Asphalt Emulsion (VARIOUS GRADES) shall meet the most current version of the Washington State Department of Transportation (WSDOT) Standard Specifications, Section 9-02.

Orders shall be available for delivery the following day. Kitsap County reserves the right to cancel tanker loads a minimum of four (4) hours prior to the preset delivery time at no cost to Kitsap County.

Furnish truck transport deliveries of Asphalt Emulsion On grade, countywide.

Deliveries shall be made in insulated tank trucks at a minimum of 160 degrees at the time and places requested by Kitsap County Public Works. Product temperature will be verified by County personnel, as well as the delivering truck driver, at the time of delivery.

Contractor shall allow for two (2) hours for offload of material before demurrage is paid at the bid price. This time will start at the moment the truck arrives at the predetermined off-load location.

Asphalt Emulsion transport vehicles shall be equipped with pump systems suitable for unloading the entire asphalt product into storage tanks, trailers and distribution vehicles within a reasonable time period, and as defined elsewhere in this document.

Deliveries of asphalt emulsion which cause production delays for any reason, including plugged screens due to dirty storage tanks or contaminated tanker trucks will be returned to the vendor at no cost to Kitsap County.

Prices quoted shall be for delivery of truck and trailer loads at any designated point of delivery in Kitsap County, with freight charges based on 30 ton minimum, including all fees and FOB.

This Contract does not guarantee a minimum purchase of Asphalt Emulsion, and is exempt from Section 1-04.6 of the WSDOT Standard Specifications.

The estimated quantity of Asphalt Emulsion (VARIOUS GRADES) required is 101,000 gallons.

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**Asphalt Emulsion (CRS2P)**

**BID SHEET**

**THE UNDERSIGNED** proposes to provide the Kitsap County Department of Public Works (ER&R) with Asphalt Emulsion (CRS2P). Kitsap County expects to purchase 41,069 gallons.

<b>ITEM NO.</b>	<b>ITEM DESCRIPTION</b>	<b>UNIT</b>	<b>UNIT PRICE</b>
1	ASPHALT EMULSION – CRS2P	TON	
2	DEMURRAGE	HOUR	

**THE UNDERSIGNED** proposes to provide the Kitsap County Department of Public Works (ER&R) with Cationic Emulsified Asphalt (CSS-1). Kitsap County expects to purchase 7,634 gallons.

<b>ITEM NO.</b>	<b>ITEM DESCRIPTION</b>	<b>UNIT</b>	<b>UNIT PRICE</b>
1	CATIONIC EMULSIFIED ASPHALT - CSS-1	TON	
2	DEMURRAGE	HOUR	

ALTERNATE 1):

**THE UNDERSIGNED** proposes to provide the Kitsap County Department of Public Works (ER&R) with Asphalt Emulsion (PMCRS-2H) \*OR AN APPROVED EQUAL. Kitsap County expects to purchase 52,297 gallons.

<b>ITEM NO.</b>	<b>ITEM DESCRIPTION</b>	<b>UNIT</b>	<b>UNIT PRICE</b>
1	ASPHALT EMULSION – PMCRS-2H*	TON	
2	DEMURRAGE	HOUR	

This bid is made in accordance with the published requirements and warrants, receipt of which is hereby acknowledged, and is offered with the call for bids authority by the Kitsap County Purchasing Office.

**BIDDER (COMPANY)** \_\_\_\_\_

**SIGNATURE** \_\_\_\_\_

**PRINTED NAME** \_\_\_\_\_

**TITLE** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

\_\_\_\_\_

**PHONE** \_\_\_\_\_

**EMAIL** \_\_\_\_\_

Attachments:

Certificate of Liability Insurance

Receipt of Addendum, if any

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**ASPHALT EMULSION (VARIOUS GRADES )**

Receipt of the following addendum to this solicitation is hereby acknowledged:

<b>Amendment Number</b>	<b>Date of Receipt Amendment</b>	<b>Signed Acknowledgment</b>
<b>1</b>	_____	_____
<b>2</b>	_____	_____
<b>3</b>	_____	_____

**NOTE: Failure to acknowledge receipt of any amendment may be considered an irregularity in the bid.**