

		Date Bids Due 5/20/2015	Time of Bid Opening 1:00 PM	Bid Opening Location 800 Lincoln Way, Ames, IA	
Proposal Number 14296	Description Wood Sign Posts				
Contract to Begin		Date of Completion	Proposal Guaranty Amount \$0.00		Liquidated Damages \$0.00
Purchasing Agent Rhonda Ruark	E-Mail Address rhonda.ruark@dot.iowa.gov		Phone 515-239-1285		Fax 515-239-1538
Company Name				Federal Tax ID	
Street Address			City	State	Zip Code
Supplier Contact (type or print)		E-Mail Address		Phone	Fax
Supplier agrees to sell items/services at the same prices under the same terms and conditions to any other state agency, Regent or Political Subdivision upon request. Please check Yes or No. <input type="checkbox"/> YES <input type="checkbox"/> NO				Are you a Iowa Targeted Small Business? <input type="checkbox"/> YES <input type="checkbox"/> NO	

GENERAL INFORMATION

This bid package includes the proposal, schedule of prices, standard terms and conditions, supplemental terms, specifications, mailing label and other information you need to prepare your bid. The pages of the document labeled "Bid response" must be typed or completed in ink, signed, and returned in a flat style envelope prior to the bid opening date and time. Please use the furnished mailing label, or indicate on your return bid by marking "Iowa Department of Transportation, proposal number & letting date" on the outside of the return envelope. The bidder may personally deliver, mail, or select a carrier that ensures timely delivery. **Faxed bids will not be accepted.**

If required, each bid must be accompanied by a proposal guaranty in an accepted form, in the sum indicated above. Refer to the Standard Terms and Conditions for the accepted forms in which the proposal guaranty requirement may be fulfilled. Bids lacking a required proposal guaranty will not be considered for award. If the contractor fails to enter into a formal contract within fifteen (15) days after award is made, the proposal guaranty may be retained by the State.

PROPOSAL STATEMENT

The entire contents of this Proposal, Addendums to the Proposal, Specifications, Supplemental Terms and Conditions, Standard Terms and Conditions, and Schedule of Prices shall become part of the contract.

We promise to enter into a contract within fifteen (15) days after award or forfeit the proposal guaranty furnished herewith.

We promise to furnish all materials, equipment and/or services specified, in the manner and the time prescribed, at prices hereinafter set out.

We certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a bid; that this bid has been independently arrived at without collusion with any other bidder, competitor, or potential competitor; and that this bid has not been knowingly disclosed prior to the opening of bids to any other bidder or competitor.

We certify that all materials, equipment and/or services proposed meet or exceed the specifications and will be supplied in accordance with the entire contents of this proposal.

We promise to complete the contract within the contract period, or pay any liquidated damages, if stipulated, for each calendar day as set forth in the bid documents.

Signed: _____ **Date:** _____



**Iowa Department of Transportation
Standard Terms and Conditions For
Bid Proposals/Contracts
-FORMAL-**

Formal is the procurement process required by Iowa law when the estimated, aggregate amount of the purchase equals or exceeds \$50,000.

The entire contents of this bid proposal shall become a part of a contract or purchase order. In case of a discrepancy between the contents of the bid documents, the following items listed by descending order shall prevail:

- Addendums to the bid proposal
- Bid Proposal-
- Schedule of Prices
- Specifications
- Plans and Drawings
- Supplemental Terms and Conditions
- Standard Terms and Conditions

(Example - if a statement in the specifications contradicts a statement in the Standard Terms and Conditions, the statement in the specifications shall apply)

Preparation of Bid Response: All bid responses must address all aspects of the proposal including clearly answering all questions within the proposal. Bid responses must be typed or completed in ink and submitted on the forms supplied by the Iowa DOT.

Bid responses must be signed and received prior to the bid opening date and time as indicated on the Bid Response cover page or bid opportunity. The signed, submitted quotation or bidder's proposal shall become the official bid response to be considered for award.

No email, fax or web link bid responses will be accepted. Bid Responses must be signed, sealed and delivered in person or by a mail courier that ensures timely delivery.

A. Bid Proposal

1. **Bid Opening:** Bid openings are made public and conducted at the Iowa DOT, Ames complex unless otherwise specified. Bid responses received after the time of the bid opening will be returned unopened and considered non-compliant.
2. **Communications:** Questions concerning this proposal should be directed to the purchasing agent listed on the bid proposal. Inquiries can be written, phoned, or faxed. In all cases, written communication will take precedence over verbal communication
3. **Proposal Guarantee:** If required, the bid response page will indicate the amount required to be included in the bid response. A Proposal Guarantee can be supplied in one of the following ways: **(1)** Certified check or credit union certified share draft, cashier's check, or bank draft, drawn on a solvent bank or credit union. Certified checks and certified share drafts shall be drawn and endorsed in the amount indicated. Checks or drafts shall be made payable either to the Iowa Department of Transportation (Iowa DOT) or to the bidder. If payable to the bidder, the check or draft shall be endorsed without qualifications to the Iowa DOT by the bidder or an authorized agent. **(2)** An insurance or surety company may be retained to provide a bond in fulfillment of the proposal guarantee requirement. A properly completed and signed copy of the Proposal Guarantee (*Form 131084*) must accompany the bid. **The Iowa DOT's Proposal Guarantee form must be used; no other forms or formats will be accepted.**
4. **Pricing and Discount:** Unit prices shown on the bid/response shall be quoted as the price per unit (e.g., gal., case, each, etc.) as stated in the bid proposal. If there is a discrepancy between the unit bid prices, extension, or total amount of bid, the unit prices shall prevail. Unless otherwise indicated, prices shall be firm for the duration of the contract or purchase. Discounts for early payment are allowed, but not considered in award of the contract.

5. **Acceptance/Rejection:** The Iowa DOT reserves the right to accept or reject any or all bids and to waive irregularities or technicalities, provided such waiver does not substantially change the offer or provide a competitive advantage to any supplier(s). The Iowa DOT also reserves the right to accept that bid which is deemed to be in the best interests of the state. Any unauthorized changes, additions, or conditional bids including any ties to another bid or proposal or any reservations about accepting an award or entering into a contract, may result in rejection of the bid. Bids must remain available for award for thirty (30) days from date of bid opening.
6. **Bid Results & Disclosure:** Bid tabulations will be posted on the DOT website at www.iowadot.gov/purchasing under the *Bid Award* link referencing the proposal number with an award recommendation indicated. At the conclusion of the selection process, the contents of all received bid responses will be placed in the public domain and be open to inspection by interested parties, according to state law. Trade secrets or proprietary information that are recognized as such and are protected by law may be withheld if clearly identified as such in the proposal.
7. **Quality:** All material shall be new and of first quality. Items which are used, demonstrators, refurbished, obsolete, seconds, or which have been discontinued are unacceptable without prior written approval by the Iowa DOT.
8. **Recycled Content:** The Iowa Code encourages purchase of products and materials with recycled content, including but not limited to paper products, oils, plastic products, compost materials, aggregate, solvents, and rubber products. Recycled items or alternatives must be noted in the bid response, if known.
9. **Shipping Terms:** Deliveries shall be F.O.B. Destination unless otherwise specified. All deliveries shall be accompanied by a packing slip indicating the Supplier, quantities shipped, and the purchase order number(s). All delivery charges shall be included in the bid price and paid by the Supplier. No collect C.O.D. deliveries shall be accepted. When entering into a contract, the Supplier shall notify the freight company that all freight and delivery charges are to be prepaid by the Supplier. Goods delivered to the Iowa DOT Distribution Center at 800 Lincoln Way, Ames, IA shall be received between the hours of 7:30 a.m. and 3:30 p.m. on any day except Saturday, Sunday, or a holiday. For deliveries to other Iowa DOT locations, the Supplier may contact the destination location for available times to deliver as not all Iowa DOT locations have the same business hours. The Iowa DOT will not be liable for any freight claims or unpaid freight bills arising from contract or purchase order issues.

B. Award

The binding agreement (award) may be issued in the form a purchase order or contract or both depending on the requirements and complexity of the agreement.

1. **Method of Award:** Award shall be made to the lowest responsible, responsive bidder whose bid meets the requirements of the solicitation and is the most advantageous to the Iowa DOT unless otherwise specified. An Iowa bidder will be given preference over an out-of-state bidder when bid responses are equal in all aspects and are tied in price. By virtue of statutory authority preference will be given to products and provisions grown and coal produced within the State of Iowa.
2. **Award Protests:** Protests of award recommendations are to be addressed to the Director of Purchasing, and shall be made in accordance with paragraph 761--20.4(6)"e" of the Iowa Administrative Code.
3. **Contracts:** Successful contractor(s) may be sent either a formal Contract, Notification of Award or purchase order as confirmation of acceptance and award. Any of these binding agreements shall be for the term stated in the bid proposal or on a purchase order and may be renewed for additional period(s) under the same terms and conditions upon mutual agreement as defined. The successful bidder may not assign a contract to another party without written authorization from the Iowa DOT Purchasing Section. A service contract, including all optional renewals, shall not exceed a term of six years unless a state agency obtains a waiver of this provision pursuant to rule 11-11B.16 (8A).
4. **Payment Terms:** The Iowa DOT typically pays properly submitted vendor invoices within thirty (30) days of receipt, providing goods and/or services have been successfully delivered, installed or inspected (if required), and accepted. Invoices presented for payment must be only for quantities received by the Iowa DOT and must reference the purchase order number to be submitted for processing.

5. **Default:** Failure of the Supplier to adhere to specified delivery schedules or to promptly replace rejected materials shall render the Supplier liable for all costs in excess of the bid price when alternate procurement is necessary. This shall not be the exclusive remedy and the Iowa DOT reserves the right to pursue other remedies available to it by law or under the terms of the binding agreement.
6. **Default:** Failure of a Contractor other than a Supplier to meet any specified project completion deadline shall render the Contractor liable for all costs incurred by DOT that were: a) necessary to meet said deadline; or b) necessary to complete said project after said deadline. This shall not be the exclusive remedy and the Iowa DOT reserves the right to pursue other remedies available to it by law or under the terms of the agreement.

C. General

1. **Administrative Rules:** For Additional details on the rules governing the actions of the Iowa DOT Purchasing Section, refer to 761 IAC, Chapter 20, Iowa Administrative Code, entitled "Procurement of Equipment, Materials, Supplies and Services".
2. **Affirmative Action:** The Contractor (and also subcontractor, vendor or supplier) is prohibited from engaging in discriminatory employment practices forbidden by federal and state law, executive orders and rules of the Iowa Department of Management, pertaining to equal employment opportunity and affirmative action. Contractor may be required to have on file a copy of their affirmative action program, containing goal and time specifications. Contractors doing business with Iowa in excess of \$5,000 annually and employing 50 or more full time employees may be required to file with the Iowa Department of Management a copy of their affirmative action plan. Failure to fulfill these non-discrimination requirements may cause the contract to be canceled and the contractor declared ineligible for future state contracts or subject to other sanctions as provided by law or rule.
3. **Applicable Law:** The contract shall be governed under the laws of the State of Iowa. The contractor shall at all times comply with and observe all federal and state laws, local laws, ordinances, and regulations which are in effect during the period of a contract and which in any manner affect the work or its conduct. Any legal action relating to a contract shall only be commenced in the Story County, Iowa, District Court or the United States District Court for the Southern District of Iowa.
4. **Conflict of Interest:** No state or county official or employee, elective or appointive shall be directly or indirectly interested in any contract issued by the Iowa DOT, see Code of Iowa 314.2.
5. **Debarment and Vendor Suspension:** By submitting a proposal, the contractor is certifying that it and its principals and/or subcontractors are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by the State of Iowa or any Federal department or agency.
6. **Equal Opportunity:** Firms submitting bids must be an "Equal Opportunity Employer" as defined in the Civil Rights Act of 1964 and in Iowa Executive Order Number Thirty-four.
7. **Infringement:** Goods shall be delivered free of the rightful claim of any third party by way of infringement. Contractor shall indemnify and save harmless the State of Iowa and the Iowa DOT against all claims for infringement of, and/or royalties claimed under, patents or copyrights on materials and equipment furnished under this bid.
8. **Records Audit:** The contractor agrees that the Auditor of the State of Iowa or any authorized representative of the state, and where federal funds are involved, the Comptroller General of the U.S. Government, shall have access to and the right to examine, audit, excerpt, and transcribe any directly pertinent books, documents, papers, and records of the contractor relating to orders, invoices, or payments of a contract or purchase order.
9. **Targeted Small Businesses:** The Iowa DOT seeks to provide opportunities for women and/or minority small business enterprises. To apply for certification as an Iowa Targeted Small Business, contact the Iowa Department of Inspection and Appeals (515-281-5796). Contractors shall take documented steps to encourage participation from Targeted Small Businesses for the purpose of subcontracting and supplying of good or services or both.
10. **Taxes:** Prices quoted shall not include state or federal taxes from which the state is exempt. Exemption certificates will be furnished upon request.
11. **Termination:**
 - **Termination Due to Lack of Funds or Change in Law**
The Iowa DOT shall have the right to terminate this Contract without penalty by giving thirty (30) days written notice to the vendor as a result of any of the following:
 - Adequate funds are not appropriated or granted to allow the Iowa DOT to operate as required and to fulfill its obligations under contract.
 - Funds are de-appropriated or not allocated or if funds needed by the Iowa DOT, at the

Iowa DOT's sole discretion, are insufficient for any reason.

- The Iowa DOT's authorization to operate is withdrawn or there is a material alteration in the programs administered by the Iowa DOT.
- The Iowa DOT's duties are substantially modified.

Following a 30 day written notice, the Iowa DOT may terminate a binding agreement in whole or in part without the payment of any penalty or incurring any further obligation to the Supplier. Following termination upon notice, the Supplier shall be entitled to compensation upon submission of invoices and proper proof of claim for goods and services under contract up to and including the date of termination.



Schedule Of Prices

Number	14296
Date Required	05/20/2015 1:00 PM

Title Wood Sign Posts
 Delivery Location AMES, IA 50010
 Shipping Terms FOB Destination/Freight Prepaid

Vendor
 PA Name Rhonda J Ruark
 Phone 515-239-1285
 E-Mail rhonda.ruark@dot.iowa.gov

Description

Product Availability Days: _____

All items must be bid.

Item	Qty	Unit	Description	Part #	Unit Price	Total Price
1	357	EACH	POST WOOD SIGN 12FT Stock #: 016-274000	4 X 4 IN X 12FT		
Comments:						
2	2,450	EACH	POST WOOD SIGN 14FT Stock #: 016-275000	4 X 4 IN X 14FT		
Comments:						
3	460	EACH	POST WOOD SIGN 16FT Stock #: 016-276000	4 X 6 IN X 16FT		
Comments:						

I HEREBY CERTIFY THAT THIS PROPOSAL MEETS OR EXCEEDS THE MINIMUM REQUIREMENT INCLUDING SPECIFICATIONS AND ADDENDUMS.

Signature: _____ Date: _____

**Iowa Department of Transportation
SUPPLEMENTAL TERMS AND CONDITIONS
for
Wood Sign Posts
RFP: 14296
Letting Date: May 20, 2015**

Approved Suppliers

Any supplier desiring to supply wood sign posts to the Iowa Department of Transportation must be listed on the approved suppliers list in the Materials Approved Products Listing Enterprise.

Contract Quantities

The Iowa DOT will make a one-time purchase of the entire quantity listed on this proposal.

Purchase Orders

One purchase order will be issued. No materials or supplies are to be produced or shipped until a purchase order is issued.

Specifications Applicable

Standard Specifications of the Iowa Department of Transportation, Series 2001 for Wood Sign Posts, sections 4161, 4163, 4164, and IM462.

Wood Sign Posts shall be securely banded with 1" minimum steel strips near each end; 4" x 4" posts shall be 49 posts to bundle (bundle to be 7' wide and 7' high). 4" x 6" posts shall be 28 per bundle (bundle 7' wide and 4' high). All posts in bundle shall be of the same length. Each bundle shall have runners between other bundles for easy unloading.

Any loads delivered with plastic banding will be rejected.

TREATED & UNTREATED TIMBER & LUMBER

GENERAL

Wood products consist of untreated and treated timber, lumber, piles, sawed wood posts, round wood posts and signposts. Wood products shall be in compliance with AASHTO M 168 and M 133, and shall conform to the requirements of the Iowa Department of Transportation (DOT) Specifications, and as described herein. For general treated wood products requirements refer to Sections 4160, 4161 and 4163. For untreated lumber requirements refer to Section 4162. Wood Sign Posts refer to Section 4164. Timber piling refer to Section 4165.

Treated wood material shall be subject to acceptance and/or verification test samples secured at the project site or from stockpiles as outlined herein. Approved wood treatment plants and treated wood suppliers are listed in the Materials Approved Products Listing Enterprise (MAPLE).

In addition to the regular certification-based approval, a treatment plant or treated wood supplier may be granted approval on a project-by-project basis. Project-by-project acceptance means that an acceptance sample is required for each shipment sent to the State of Iowa. The sample shall be secured and tested for retention and penetration prior to incorporation into a project. A wood treatment plant/supplier on the project-by-project approval may be upgraded to the regular approval if its products establish a good history in compliance with Iowa DOT specifications.

Approval of a treatment plant or supplier may be withdrawn because of deficient test results, inadequate documentation, and/or lack of identification of materials.

TYPES OF TIMBER AND LUMBER

Treated and untreated timber and lumber will be classified as follows:

1. Structural Timber and Lumber
 - a. Guardrail posts
 - b. Timber piles
 - c. Timber poles
 - d. Timber structures (bridges, noise and retaining walls)
2. Non-Structural Timber and Lumber
 - a. Sign posts
 - b. Fence posts
 - c. Treated timber edging for slope protection

APPROVAL OF WOOD TREATMENT PLANT

A wood treatment plant must be approved prior to incorporation of wood products into project. The plant shall meet the requirements of Specifications Sections 4160-4165 and Appendix D of this IM. To request approval, submit the following documents to the Office of Materials:

1. A signed and dated letter requesting approval to treat timber and lumber.
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2. A copy of the Treater's Quality Control Plan.
 3. A copy of sample Treatment Test Report, typical Bill of Lading showing the project number (or destination if intended for contractor/supplier warehouse stock), type, quantity, and charge numbers in the shipment separated by length and size.
 4. A sample of the treater's Identification Stamp. See the Wood Product Marks section for requirements

The treatment plant shall use a fully equipped laboratory to test, analyze, perform, and conduct all required testing.

The treatment plant shall staff and maintain personnel qualified to conduct inspection in the area of sampling and testing of treated wood.

An on-site plant inspection may be required prior to approval. The inspection may be waived if the plant has been certified by other state agency which has a similar inspection requirement to Iowa DOT's. The Materials Office may request to test a split sample of treated wood at the plant laboratory and at the Central Materials Laboratory, respectively.

Upon satisfactory review of the documents submitted and on-site plant inspection and satisfactory sample test result, the treatment plant will be granted approval and placed on the approved list in Appendix A.

APPROVAL OF TREATED WOOD SUPPLIERS

Treated wood suppliers must be approved prior to supplying wood for a project. To be considered for approval the supplier must submit the following:

1. A signed and dated letter requesting approval to supply untreated or treated timber, lumber, piles, posts and signposts.
2. Suppliers with warehouse stock: a copy of procedures the supplier has established to maintain record of approved stock of wood material. An initial inspection of the supplier's facilities and review material handling procedures may be required prior to approval. The inspection may be waived if the supplier has been certified by other state agency which has a similar inspection requirement to Iowa DOT.
3. Suppliers without warehouse stock: A detailed description of the supplier's procedures for maintaining a record of material shipped directly to projects from the source.
4. A list of treated wood sources that will be handled by the company and supplied to Iowa DOT projects.
5. Provide traceability of shipments, lots, and charges of each treatment.

Upon satisfactory review of the documents submitted and the initial inspection, the supplier will be placed on the approved list in Appendix B.

INSPECTION, SAMPLING AND ACCEPTANCE OF TIMBER AND LUMBER

All treated wood products for structural or non-structural uses shall be furnished from Approved Wood Treatment Plants or Approved Treated Wood Suppliers as listed in Appendixes A and B of this IM. Any treated wood material furnished from an unapproved wood treatment plant or supplier shall not be accepted.

Treated wood products can be inspected at the plant site, the supplier's yard, contractor's stock, or through shipments to project sites. Prior to shipping their products to Iowa, approved treatment plants or suppliers shall notify the appropriate District Materials Engineer of the shipment. The shipping documents shall include all required details described in the Documentation Section of this IM.

Upon receiving of the shipping notification, the district materials personnel will inspect material at plant sites, or supplier's/contractor's stock yards, prior to shipping to project sites. For the plants and suppliers located at other states, the district materials personnel may inspect the material through shipments to project sites.

The following are inspection, sampling and acceptance requirements for different products.

1. Treated Structural Timber and Lumber

Shipment invoice, grade mark or certification, identification stamp or logo, and treatment test report by supplier shall be inspected and recorded prior to acceptance. At least one verification sample from each shipment shall be taken. The verification sample, together with copies of the treatment test report provided by supplier, shall be sent to the Central Materials Laboratory.

2. Treated Non-Structural Timber and Lumber

Required wood product stamps and markings described in this I.M. Record this as a field book entry or a photograph of stamp and markings on project materials.

3. Treated Structural and Non-Structural Timber and Lumber Approved on Projected-by-Project Basis

The same document inspections as for the treated structural timber and lumber. An acceptance sample from each lot shall be taken and tested by the Central Materials Laboratory or an approved certified laboratory. Material can only be accepted after receiving satisfactory test result of the acceptance sample.

4. Non-Treated Timber and Lumber

Unless otherwise stated, untreated timber and lumber shall conform to the requirements of Section 4162 of the Standard Specifications. All sawn material shall be of the grade as specified under the Iowa DOT Specifications. Product identification, grade mark or certification, and shipping invoice shall be inspected and recorded prior to acceptance.

If needed, random sampling and inspections of treated and untreated wood may be conducted at any time by an Iowa DOT Inspector to ensure conformity to the specification requirements, and lack of damage or defects.

All forms and worksheets required for sampling and inspection can be found on
W:\Highway\Materials\LAB\Analytical\Lab Worksheets

WOOD PRODUCT STAMPS AND MARKINGS

1. Identification Stamp/Logo for Treated Products

Each piece of treated structural or non-structural wood product over 3 ft. in length must bear an identification stamp or logo. Logos are used in round wood products only. The stamp/logo shall include treater's name, wood species, treatment type, retention level and year of treatment. Approved ID stamps are shown in Appendix A.

The identification information may be heat branded, hammer stamped, or metal tagged. The information on the metal tag shall be stamped or engraved with a minimum character size of 1/8 inch.

The identification stamp/tag may be placed on the material before or after treatment depending on the applicable industry practice. For material treated with waterborne preservatives, the identification brand may be ink stamped, provided the information is clearly legible.

For round material, the treater shall stamp both ends.

2. Grade Mark

All treated and untreated wood sawn material over 3 ft. length that requires a grade mark, with the exception of 45-inch terminal posts, shall contain a quality grade mark of an accredited grade monitoring and inspection agency approved under the American Lumber Standards Committee (ALSC). A list of typical quality grade marks of grade inspection agencies approved by the ALSC is included in Appendix C.

The 45 inch terminal posts to be used for guardrails that cannot be stamped with a quality grade mark due to sizing of material shall be stamped as **MFG No. 1** to indicate that the terminal posts were cut from an original piece graded as a No. 1. Wane requirements shall be waived.

Round wood posts, round woodpiles, and round wood poles do not require a grade, since the grading rules apply only to sawn material.

Round wood product and material less than three (3) feet in length does not require a grade mark. However, a certification statement from the mill/processor certifying the grade of the material shall be provided. See Documentation Section of this IM.

CONTINUED APPROVAL OF TREATMENT PLANTS OR SUPPLIERS

The supplier shall maintain a detailed inventory of each shipment and provide traceability of material when requested.

Continued approval will be based on the following:

- a. Satisfactory test results of acceptance and/or verification samples.

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- b. Strict adherence to quality control procedures.
 - c. Compliance with all Iowa DOT Standard Specifications.

Each approved treatment plant or supplier shall provide the Iowa DOT Materials Office a notarized annual certification letter indicating that all treated timber and lumber supplied meet all of the applicable Iowa DOT Specification requirements.

Should there be any discrepancies between the Iowa DOT monitoring test results and the treater's test results, the Iowa DOT results shall be conclusive and binding. Before rescinding approval of a shipment based on test result discrepancies, the Iowa DOT will collect one additional penetration and retention sample on the same shipment for re-testing. A noncompliant result from any additional re-tests shall be considered sufficient cause for rejection.

DOCUMENTATION

1. Certification of Grade

Material less than three (3) feet in length doesn't require a grade mark. However, a certification statement shall be required from the lumber mill that re-sized the material. The certification statement shall be as follows:

"This material of size ____ has been processed from _____ (Fill in Species of Wood) originally graded as (Fill in Grade No.), and it meets the applicable Iowa DOT Specifications and IM requirements."

2. Treatment Test Report

The treatment plant shall furnish an inspection/treatment test report for each charge of material. The treatment inspection report shall contain the minimum information required under the Inspection Report Guidelines as outlined in Appendix D of this IM.

3. Shipment Invoice

Each shipment to a project site shall be accompanied by a detailed invoice which includes:

- a. Project number or destination
- b. Treatment plant(s)
- c. Types of wood products
- d. Charge number and quantity of products separated by length and size
- e. Copies of Treatment Test reports for each charge number listed
- f. Copies of any certificates of grade, if required.

The contractor, either directly or through their supplier, shall be responsible to furnish a copy of the above shipment invoice to the appropriate District Materials Engineer prior to incorporating the material into the project.

- 4. Treatment Plants, Contractors with warehouse stock, and Suppliers shall retain copies of documentation for each shipment for a period of three years.

STORAGE OF TREATED WOOD PRODUCTS

Treated wood products shall be stored off the ground and stacked on treated wood or other non-decaying cribbing. Sufficient support shall be used under treated wood products and shall not produce any noticeable distortion, sagging, or bowing on any of the stored material. Storage area shall be free of debris, vegetation, and have sufficient drainage to prevent treated wood products from contact with standing water.

Section 4164. Treated Wood Posts

4164.01 GENERAL REQUIREMENTS.

- A. Ensure posts when dried, whether kiln dried or air dried, are free from bends in more than one plane and free from short or reverse bends. Ensure a straight line from the centers of the ends of a post does not deviate from the longitudinal axis of the post at any point by more than 0.5% of the length of the post.
- B. Furnish posts that meet the requirements for one of the classes listed below, as specified in the contract documents:
 - Round Wood Posts
 - Sawed Wood Posts
 - Wood Sign Posts
- C. Arrange inspection according to Materials I.M. 462. Include the cost of inspection in the unit price bid for the material specified.

4164.02 ROUND WOOD POSTS.

A. General.

1. Furnish posts that are cut from live sound, solid trees and contain no unsound knots. Sound knots will be permitted provided the width of the knot does not exceed 30% of the diameter of the piece at the point where it occurs, or a maximum of 2 1/2 inches (65 mm). Ensure posts are free from decayed wood, rot, red heart, ring shake, season checks more than 1/4 inch (6 mm) wide, and splits in the end.
2. Ensure that when measured over the outer 2 inches (50 mm) of a radial line from the pith:
 - Douglas Fir posts show at least five annual rings per inch (25 mm).
 - Pine posts show at least three annual rings per inch (25 mm) and at least 30% summerwood.
3. Ensure posts show no spiral grain exceeding one quarter turn in 10 feet (3 m). Groups of knots, or any combination of defects which impair the strength more than maximum size knots, will not be permitted.

B. Species.

1. Use what is called for in the contract documents.
2. Unless specified otherwise, use:
 - Pine for fence posts.
 - Either Douglas Fir (coast region) or Southern Pine for other posts.

C. Size.

1. The size of posts will be specified by nominal 1 inch (25 mm) increments of diameter at the tip.
2. Posts will be accepted only when the tip diameter equals the specified dimension or exceeds it by no more than 1 inch (25 mm). The diameter is determined by dividing the circumference, after peeling, by pi (3.14).

D. Length.

Furnish round wood posts in the length specified, \pm 2%.

E. Straightness.

1. Ensure posts are free from short or reverse bends and bends in more than one plane.
2. Ensure a straight line from center of tip to center of butt does not deviate from the center of the post by more than 2% of the length of the post.

F. Quality of Work.

1. Ensure posts are peeled for their full length, and bark and inner skin is removed.
2. Ensure the portion of the post which will remain out of the ground is shaved clean and free from glazed surface left by dried sap.
3. Shave knots or projections smooth and flush with the surface of surrounding wood.

4164.03 SAWED WOOD POSTS.

A. Furnish posts that:

- Conform to the shape and nominal dimensions for rough stock, and
- Meet the applicable requirements of Section 4162.

B. Ensure 5 inch by 5 inch (125 mm by 125 mm) and larger treated, sawed wood guardrail posts are a minimum Grade No. 1 or better Douglas Fir (coast region) or No. 1 or better Southern Pine, according to the minimum strength requirements of AASHTO M 168.

4164.04 WOOD SIGN POSTS.

A. Furnish either Douglas Fir (coast region) or Southern Pine posts graded as provided in ASTM D 245 according to rules approved by the Board of Review of the American Lumber Standards Committee.

1. Use Douglas Fir posts free of heart centers and of the following nominal sizes and grades:

- 4 inch by 4 inch (100 mm x 100 mm) - "No. 2" - Structural Light Framing.
 - 4 inch by 6 inch (100 mm x 150 mm) - "Dense No. 2" - Structural Joist and Plank.
2. Use Southern Pine posts of the following nominal sizes and grades:
- 4 inch by 4 inch (100 mm x 100 mm) - No. 2 Dense.
 - 4 inch by 6 inch (100 mm x 150 mm) - No. 1 Dense.
- B.** Nominal 4 inch by 4 inch (100 mm by 100 mm) sign posts in lengths up to 14 feet (4.3 m) may be furnished in species Northern Pine (Norway, Red Pine), Grade No. 1, according to the Northeastern Lumber Manufacturer's Association Rules.
- C.** Furnish posts in the size and length specified complying with the following for the size designated:
1. **Nominal 4 inch by 4 inch (100 mm by 100 mm) Posts.**
- S4S posts sawn square at both ends.
 - 10 holes 7/16 inch (11 mm) in diameter bored at 6 inch (150 mm) spacing (center to center) with the first hole being 3 inches (75 mm) from one end of the post.
 - Spacing and alignment of holes within 1/16 inch (2 mm) of true center line and distance.
2. **Nominal 4 inch by 6 inch (100 mm by 150 mm) Posts.**
- S4S posts sawn square at both ends.
 - 15 holes 7/16 inch (11 mm) in diameter bored through the 6 inch (150 mm) thickness at 6 inch (150 mm) spacing (center to center) with the first hole being 3 inches (75 mm) from one end of the post.
 - Spacing and alignment of holes within 1/16 inch (2 mm) of true center line and distance.

4164.05 PRESERVATIVE TREATMENT.

Complete boring and framing before treatment. Unless provided otherwise, apply Section 4161.

4164.06 INSPECTION.

- A.** Inspect posts before treatment. Follow Materials I.M. 462 for inspection and acceptance. Inspect for quality and straightness before accepting for treatment. Do not allow posts not meeting the quality and straightness requirements to be treated.
- B.** The treating process will be inspected at the treating plant. Posts will be inspected after treatment for straightness. Posts not meeting the requirements will be rejected. Posts rejected after treatment may be subjected to steam treatment in the treating chamber while loaded in such manner as to remove or minimize the bends and bows. They will be inspected for straightness again. Posts so steamed will be accepted if they comply with the requirements for straightness.

Bidder _____

SEALED BID

LETTING DATE: May 20, 2015
PROPOSAL NO: 14296
PROPOSAL DESCRIPTION: Wood Sign Posts

Iowa Department of Transportation
PURCHASING - SEALED BID PROPOSAL
800 Lincoln Way
Ames, IA 50010